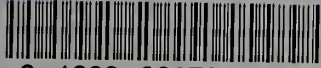


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OFFICE OF THE BOARD OF TRUSTEES

50 Phelan Avenue, Box E200, San Francisco, California 94112
(415) 239-3303 Fax (415) 239-3918

NOTICE

REGULAR MEETINGS

OF THE

BOARD OF TRUSTEES

SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

LOCATION: DISTRICT BUSINESS OFFICE
Conference Room
33 Gough Street, SAN FRANCISCO

DATE: THURSDAY, January 27, 2000

TIME: 5:00 PM

This meeting is normally devoted to Closed Session Topics.

LOCATION: DISTRICT BUSINESS OFFICE
33 Gough Street Auditorium

DATE: THURSDAY, January 27, 2000

TIME: 6:00 PM

This meeting is normally devoted to Open Session Topics.

SPECIFIC TIMES SUBJECT TO CHANGE.
Call 241-2234 for information.

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5

The San Francisco Community College District does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Persons who wish to request disability-related accommodations including sign-language interpreters should contact Linda R. Jackson, District ADA Coordinator, Office of Affirmative Action, 31 Gough Street, Room 16, San Francisco, CA. 94103, Phone: (415) 241-2281, Fax: (415) 241-2203. Please request accommodations no later than 12 working days prior to the date of the Board meeting in order to assure the best possible arrangements.

BOARD OF TRUSTEES

Lawrence Wong, President • Dr. Anita Grier, Vice President • Dr. Natalie Berg
Robert E. Burton • James Haskell Mayo, II. • Rodel E. Rodis • Robert P. Varni
Dr. Philip R. Day, Jr., Chancellor

DOCUMENTS DEPT.

JAN 25 2000

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TO MEMBERS OF THE PUBLIC

The Agenda page and accompanying resolutions have been prepared well in advance of the regularly scheduled meeting of the Board of Trustees of the San Francisco Community College District. Please note that Resolutions are subject to amendment and replacement.

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

You should be aware of the following (Government Code § 54954.2):

1. Additional agenda items to be acted upon by the Board may be posted at 33 Gough Street and in the lobby of Conlan Hall at the Phelan Campus at least 72 hours in advance of the regularly scheduled Board Meeting. Resolutions may also be available at the time of posting, but if not, such resolutions will be available at the Board Meeting.
2. Additional agenda items and resolutions, although not posted as in paragraph 1 above, may still be acted upon by the board at the regular meeting:
 - a) Upon a determination by a majority vote of the Board that an emergency situation exists, as defined in Government Code § 54956.5. Emergency is defined as work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the Board, OR crippling disaster which severely impairs public health, safety or both, as determined by a majority vote of the members of the Board, OR
 - b) Upon a determination by a two-thirds vote of the members of the Board present at the meeting or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted 72 hours in advance of the Board Meeting, OR
 - c) The item was posted 72 hours in advance of a prior meeting of the Board occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

For Members of the Public:

To facilitate the conduct of business at Board meetings, the following information has been taken from the District's Policy Manual concerning the conduct of Board Meetings.

From PM 1.05 A:

The order of business may be revised at any meeting when, in the discretion of the President, such revision will benefit the public and/or order of the meeting.

From PM 1.05 L:

L. Granting the Privilege of the Floor. A person desiring to speak shall be recognized by the Chair only after complying with the following procedures:

For matters appearing on the agenda, an individual desiring to address the Board must complete a "Request to Address Board" card, completing the information thereon including the subject to be addressed. If there is to be a written report presented, a copy(ies) shall be submitted in advance to the Chancellor.

Any person desiring to address the Board on non-agenda items must also complete the "Request to Address Board" card and will be recognized at the end of the agenda. Only items directly related to District business may be presented.

Cards for these purposes are available in the Office of the Chancellor and also at the Board meeting. Completed cards should be presented to the Board President prior to the beginning of the meeting. As a matter of courtesy, the Board encourages people to notify the Chancellor's Office in advance of the Board meeting of their intention to address the Board. Prior to calling for a vote on an item before the Board, the Presiding Officer shall determine if speaker cards have been submitted for that item. Persons who have submitted cards prior to the consideration of the item shall be called upon by the Presiding Officer. Persons who address the Board may address only the agenda item being considered and shall have up to three minutes for comments. Should another person who has submitted a request to speak card in advance of consideration of the item wish to forego speaking on that item, he or she may grant his or her speaking time to another speaker who has also submitted a request to speak card, but in no event shall any speaker have more than two allotments (totaling up to six minutes) of speaker time on any item. However, in order to facilitate the completion of District business, the Presiding Officer may also limit the total length of time allotted to the speakers on a given topic or agenda item which may reduce the individual speaker's time on that topic or item. Speaking too long, being unduly repetitious, or discussing irrelevancies disrupt the meeting, and may result in the forfeiture of speaking opportunities during that meeting.

The President of the Board reserves the right of determining the order of the speakers and changing the order of the agenda if it will be of benefit to the public and/or the order of the meeting.

Undue interruptions or other interferences with the orderly conduct of Board business cannot be allowed. Defamatory or abusive personal remarks which disturb or impede the meeting or exceed the bounds of civility necessary to the conduct of District business are always out of order. However, the Board shall not prohibit public criticism of the policies, procedures, programs, or services of the District, or of the acts or omissions of the Board.

The President may terminate the speaker's privilege of address if after being called to order, he or she persists in improper conduct or remarks, or if the speaker fails to speak on the subject matter for which the privilege of the floor was granted.

No oral presentation shall include charges or complaints against any employee of the Board, or otherwise present information, which does not relate directly to the topic at hand or which disrupts or impedes the meeting. All formal charges or complaints against an employee, for which a specific grievance or complaint process is not otherwise available, shall be in writing and signed by the person making the charge and shall be filed with the Chancellor who shall, after investigation, take or recommend appropriate action. There shall be no oral presentation or discussion of confidential formal charges or complaints in open public meetings of the Board on non-agenda items or unless otherwise required by law.

Comments or presentations made by members of the public to the Board do not necessarily reflect the opinion of the Board or of its individual members, nor does the Board necessarily endorse or sanction such comments or presentations. Persons who address the Board on matters of their choosing are solely responsible for the content of such comments or presentations.



OFFICE OF THE BOARD OF TRUSTEES

50 Phelan Avenue, Box E200, San Francisco, California 94112
(415) 239-3303 Fax (415) 239-3918

**AGENDA
CLOSED SESSION
BOARD OF TRUSTEES
OF
THE SAN FRANCISCO COMMUNITY COLLEGE DISTRICT**

**CONFERENCE ROOM
33 Gough Street
San Francisco
THURSDAY January 27, 2000
5:00 P.M.**

DOCUMENTS DEPT.

JAN 25 2000

I. OPEN SESSION
Announcement of Closed Session Topics

**SAN FRANCISCO
PUBLIC LIBRARY**

II. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (G.C. 54956.9(a))

1. Save our Landmark Theaters v. SFCCD
San Francisco Superior Court Case # 997441
2. Mandanis vs. City College of San Francisco; et al.
Northern District of California
U.S. District Court Case # C99-3673 M JJ
3. Church v. City College of San Francisco
San Francisco Superior Court Case # 997556
4. Cook v. SFCCD
San Francisco Superior Court Case # 999292
5. Associated Students v. Honorable Board of Trustees of the SFCCD, et al.
San Francisco Superior Court Case # 992040
6. SFCCD v. Kintz
San Francisco Superior Court Case # 990794
Court of Appeal No. A081378
7. SFCCD v. Doukas et al.
Case No. BAP No. NC-98-1587

BOARD OF TRUSTEES

Lawrence Wong, President • Dr. Anita Grier, Vice President • Dr. Natalie Berg
Robert E. Burton • James Haskell Mayo, II. • Rodol E. Rodis • Robert P. Varni
Dr. Philip R. Day, Jr., Chancellor

8. Daniel Curzon – Brown, et al. v
SFCCD et al.
San Francisco Superior Court Case # 307335

C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
(G.C. 54956.9)

Significant exposure to litigation pursuant to Gov. Code 54956.9 (b) - 3 cases

Initiation of litigation pursuant to Gov. Code 54956.9 (c.) – 1 case

D. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (G.C. 54957)

E. CONFERENCE WITH LABOR NEGOTIATORS (G.C. 54957.6)

1. Agency Designated Representatives: Lawrence Klein, Jeffrey Sloan,
Carmen Plaza de Jennings, and
Steve Hale

Employee Organizations: Service Employees International Union (SEIU) 790,
American Federation of Teachers (AFT) 2121, Department Chairperson Council
(DCC), and Skilled Crafts

2. Agency Designated Representatives: Lawrence Klein, Jeffrey
Sloan, Carmen Plaza de Jennings and
Steve Hale

Unrepresented Employees: Stationary Engineers, District Designated Managers,
Supervisors, and Confidential Classifications.

F. EDUCATION CODE SECTION 72122

1. Student Discipline

III. OPEN SESSION

Disclosure of Board actions from Closed Session, pursuant to Government Code 54957.1

Members of the public shall have an opportunity to speak in accordance with Government
Code 54954.3 and Education Code 72121.

REVISED January 20, 2000

Regular and Annual Organizational Meeting of the
Board of Trustees of the

San Francisco Community College District

City College of San Francisco
GOUGH STREET AUDITORIUM

33 Gough Street
San Francisco
Thursday, January 27, 2000

Open Session - 6:00 p.m.

DOCUMENTS DEPT.

JAN 25 2000

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- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Minutes
Regular Meeting Minutes – December 16, 1999
- IV. Election of Officers (President, Vice President)
 - ~~Appointment of Members by Board President to the following committees of the Board of Trustees: Personnel, Finance, Education, Facilities, Diversity, and Legislative.~~
- V. Public Response to the Initial Proposals of the American Federation of Teachers, Local 2121, and of the San Francisco Community College District for a Successor Collective Bargaining Agreement.
- VI. Adoption of Resolutions Agenda
- VII. Approval of Consent Agenda Items as Listed:
- VIII. Special Presentations
 - a) 1998-99 Annual Audit presentation – Heidi Ross from Vavrinek, Trine, Day & Co.
- IX. Monthly Financial Report – James Kendrix
- X. Action on Other Resolutions Agenda Items

*c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.

- XI. Report from Constituent Groups
 - Academic Senate - Raymond Berard, President
 - Associated Students - Toni Hines, President
 - Classified Senate - Alice Munoz-Shvarts, President
- XII. Board of Trustees' Report
- XIII. Chancellor and Staff Reports
- XIV. Close Session Announcements - Legal Counsel Ronald Lee
- XV. Requests to Speak
- XVI. Adjournment

FINANCE (Pages 1-39)

GENERAL FUND

- B1 - Authorization be hereby given to contract with Strata Information Group (SIG) to provide technical consulting conversion from Banner 3 to Banner 4, and to provide interim programming and coordination consultation to the programming unit of the ITS Department for a period from January 1, 2000 through June 30, 2000 for a total contract cost not to exceed \$216,500. * c
- B2 - Authorization to contract with____, the lowest responsible bidder, for the The Phelan Campus Building Infrastructure Wiring Project, as specified above from January 28, 2000 through December 31, 2001 at a cost not to exceed \$_____. * c
- B3 - Authorization for General Fund Modification(S)for Special Services Contract . * c
- B4 - Reviewing and Accepting the 1998-99 Annual Audit
- B5 - Authorization be given to contract with Mason Tillman Associates, LTD. to assist in the implementation of the District's M/W/LBE Program during the 1999-2000 fiscal year at a cost not to exceed \$156,185

 * c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.

- B5a - Authorization is hereby given to enter into a Special Services agreement with a recruiting firm that refers the successful candidate for the Controller's position at a cost of approximately 30% of the annual salary for the Controller's position. * c

CAPTIAL OUTLAY

- B6 - Authorization for three (3) Contract Modification(s) totaling \$13,050 for Special Services Contract(s) and Construction Contract(s) and one (1) Special Services Contract Amendment * c
- B7 - Adoption of a summation of the District's proposed Five-Year Construction Plan to be submitted to the State Chancellor's Office for review and approval. * c
- B8 - Authorization be given to contract with _____ (_____), a certified Minority Business Enterprise and a Local Business Enterprise, for special services and advice to provide the District with architectural and engineering services, for the Project Mission Campus Preliminary Plans at a cost not to exceed \$650,000 * c
- B9 - Authorization be given to contract with PSC Associates Inc., (Asian) a certified Minority Owned Business Enterprise for special services and advice to provide the District with geotechnical services, for the Project: Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus at a cost of \$9,500, to be completed on or before June 30, 2000 * c
- B9a - Authorization be given to contract CST Environmental, Inc., (Asian Pacific Islander) a certified Minority Owned Business Enterprise and the lowest responsible bidder, at a cost of \$1,920, for the project: John Adams Campus Police Office Asbestos Floor Tile Removal & Replacement, to be completed on or before April 30, 2000 * c
- B9b - Authorization be given to contract _____, the lowest responsible bidder, at a cost of \$_____, for the project: Bungalow 213 Hazardous Material Abatement, to be completed on or before April 30, 2000 * c
- B9c - Authorization be given to contract _____, the lowest responsible bidder, at a cost of \$_____, for the project: Bungalow 213 Demolition, to be completed on or before April 30, 2000 * c

 * c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.

GRANTS

- | | | | |
|-----|---|--|-----|
| B10 | - | Authorization be hereby given to contract with UCSF to provide a Nurse Practitioner to work at the Student Health Center for no more than \$7000 for the period January 1, 2000 through December 31, 2000. | * c |
| B11 | - | Authorization to modify existing Grants totaling \$30,957.80 | * c |
| B12 | - | Authorization be given to conduct excursions to Paris, France, Fall 2000 and Spring 2001, and to contract with ACCENT International Consortium for Academic Programs Abroad, Ltd, to obtain travel and educational program arrangements, with costs to be borne by the students | * c |
| B13 | - | Authorization to rescind board resolution No. 990826-B25 and authorization to appropriate \$10,909.94 receivable from Community College of Southern Nevada for participating in FLASH | * c |
| B14 | - | Authorization be hereby given to subcontract with San Francisco State University for activities related to a grant from the U.S. Department of Education to disseminate the performance based certificate program for community health workers to other educational institutions, for the period of September 1, 1999 through August 30, 2000 in the amount not to exceed \$91,100 | * c |
| B15 | - | Authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Center Based Child Development Program for the fiscal year 2000-01, not to exceed to \$389,949 | * c |
| B16 | - | Authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Full-Day Education Program for the fiscal year 2000-01, Total not to exceed to \$918,216 | * c |
| B17 | - | Authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Part-Day Education Program for the fiscal year 2000-01. Total funding is not to exceed to \$248,438 | * c |

* c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.

- | | | | |
|-----|---|---|-----|
| B18 | - | Authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Child Care and Development Block Grant for the fiscal Year 2000-01, total not to exceed to \$23,538 | * c |
| | | | |
| B19 | - | Authorization be hereby given to conduct excursions to Florence, Italy, Fall 2000 and Spring 2001, and to contract with ACCENT International Consortium for Academic Programs Abroad, Ltd, to obtain travel and educational program arrangements, with costs to be borne by the students | * c |

Equipment, Supplies & Services (Pages 40-45)

- | | | | |
|----|---|---|-----|
| C1 | - | Procurement of equipment, supplies, services, etc., less than \$3,000 | * c |
| | | | |
| C2 | - | Procurement of equipment, supplies, services, etc., \$3,000 or more | * c |
| | | | |
| C3 | - | Acceptance of Gifts | * c |

Human Resources (Pages 46-89)

- | | | | |
|------|---|--|-----|
| F1-2 | - | Administrative Appointments (2 or 3 year terms) | * c |
| | | | |
| F3 | - | Appointment Educational Academic Administrator | * c |
| | | | |
| F4 | - | Academic Educational Administrator Sabbatical Leave – Spring 2000 | * c |
| | | | |
| F5 | - | Appointment Educational Academic Administrator | * c |
| | | | |
| F6 | - | Commending Chancellor and Authorizing Term Extension and Salary Increase | * c |
| | | | |
| G1-9 | - | Academic Employees, Credit Program, District Funded | * c |
| | | | |
| H1-2 | - | Academic Employees, Credit Program, Categorically Funded | * c |
| | | | |
| L1 | - | Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract. | * c |

 * c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.

N1 - Academic Employees Community Services Classes * c

POLICY (Pages 90-169)

P1 - Notice of intention to amend the San Francisco Community College District Policy * c

P2 - Notice of Intention to Amend the SFCCD Policy Manual * c

SPECIAL (Pages 170-183a)

S1 - Adopting the San Francisco Community College District's Initial Proposals to the American Federation of Teachers, Local 2121, for a Successor Collective Bargaining Agreement, After Public Comment * c

S2 - Recommendation of Expulsion of Student * c

S3 - Authorization for the San Francisco Community College District to Participate in the California Commission on Peace Officers Standards and Training Program (POST) * c

S4 - Recommend authorizing the administration to establish wage rates/premiums and benefit levels for the classification of Engineer Assistant (1041) * c

S5 - Authorization be hereby given to (1) modifies Resolution No. 990729-S2 to eliminate the 1659 classification as soon as practical, and to include the 1670 classification; (2) authorizes the Administration to establish the hourly wage rates for fiscal year 1999-2000 for the 1670 classification as follows: \$32.45 at Step 1; \$34.06 at Step 2; \$35.79 at Step 3; \$37.56 at Step 4; and \$39.45 at Step 5, and (2) authorizes the Administration to establish benefit levels for the 1659 classification consistent with the benefit levels provided to other unrepresented classified management, supervisory and confidential employees, as appropriate. * c

S6 - Annual Institutional Planning Objectives * c

S7 - Authorizing the District to require classified employees who drive motor vehicles as a requirement of performing their jobs to provide a valid copy of their motor vehicle driving record at the start of their employment and annually every August thereafter. * c

* c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.

REAL ESTATE (Pages 184)

W1 - Authorization to modify existing rental agreements totaling \$600.

*** c**

Information only (Pages 185-187)

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: **February 24, 2000**
Chinatown/NorthBeach Campus
940 Filbert Street
San Francisco

* c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.

Regular and Annual Organizational Meeting of the

Board of Trustees of the

San Francisco Community College District

**City College of San Francisco
GOUGH STREET AUDITORIUM**

**33 Gough Street
San Francisco
Thursday, January 27, 2000**

Open Session - 6:00 p.m.

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Minutes
Regular Meeting Minutes – December 16, 1999
- IV. Election of Officers (President, Vice President)
 - Appointment of Members by Board President to the following committees of the Board of Trustees: Personnel, Finance, Education, Facilities, Diversity, and Legislative.
- V. Public Response to the Initial Proposals of the American Federation of Teachers, Local 2121, and of the San Francisco Community College District for a Successor Collective Bargaining Agreement.
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- X. Action on Other Resolutions Agenda Items
- XI. Report from Constituent Groups
 - Academic Senate
 - Raymond Berard, President

*c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.

- Associated Students - Toni Hines, President
- Classified Senate - Alice Munoz-Shvarts, President

- XII. Board of Trustees' Report
- XIII. Chancellor and Staff Reports
- XIV. Close Session Announcements - Legal Counsel Ronald Lee
- XV. Requests to Speak
- XVI. Adjournment

FINANCE (Pages 1-39)

GENERAL FUND

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| B5a | - | Authorization is hereby given to enter into a Special Services agreement with a recruiting firm that refers the successful candidate for the Controller's position at a cost of approximately 30% of the annual salary for the Controller's position. | * c |

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CAPTIAL OUTLAY

- B6 - Authorization for three (3) Contract Modification(s) totaling \$13,050 for Special Services Contract(s) and Construction Contract(s) and one (1) Special Services Contract Amendment * c
- B7 - Adoption of a summation of the District's proposed Five-Year Construction Plan to be submitted to the State Chancellor's Office for review and approval. * c
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- B9c - Authorization be given to contract _____, the lowest responsible bidder, at a cost of \$ _____, for the project: Bungalow 213 Demolition, to be completed on or before April 30, 2000 * c

GRANTS

- B10 - Authorization be hereby given to contract with UCSF * c

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to provide a Nurse Practitioner to work at the Student Health Center for no more than \$7000 for the period January 1, 2000 through December 31, 2000.

- | | | | |
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| B11 | - | Authorization to modify existing Grants totaling \$30,957.80 | * c |
| B12 | - | Authorization be given to conduct excursions to Paris, France, Fall 2000 and Spring 2001, and to contract with ACCENT International Consortium for Academic Programs Abroad, Ltd, to obtain travel and educational program arrangements, with costs to be borne by the students | * c |
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| B15 | - | Authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Center Based Child Development Program for the fiscal year 2000-01, not to exceed to \$389,949 | * c |
| B16 | - | Authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Full-Day Education Program for the fiscal year 2000-01, Total not to exceed to \$918,216 | * c |
| B17 | - | Authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Part-Day Education Program for the fiscal year 2000-01. Total funding is not to exceed to \$248,438 | * c |
| B18 | - | Authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Child Care and Development | * c |

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Block Grant for the fiscal Year 2000-01, total not to exceed to \$23,538

- B19 - Authorization be hereby given to conduct excursions to Florence, Italy, Fall 2000 and Spring 2001, and to contract with ACCENT International Consortium for Academic Programs Abroad, Ltd, to obtain travel and educational program arrangements, with costs to be borne by the students * c

Equipment, Supplies & Services (Pages 40-45)

- C1 - Procurement of equipment, supplies, services, etc., less than \$3,000 * c
- C2 - Procurement of equipment, supplies, services, etc., \$3,000 or more * c
- C3 - Acceptance of Gifts * c

Human Resources (Pages 46-89)

- F1-2 - Administrative Appointments (2 or 3 year terms) * c
- F3 - Appointment Educational Academic Administrator * c
- F4 - Academic Educational Administrator Sabbatical Leave – Spring 2000 * c
- F5 - Appointment Educational Academic Administrator * c
- F6 - Commending Chancellor and Authorizing Term Extension and Salary Increase * c
- G1-9 - Academic Employees, Credit Program, District Funded * c
- H1-2 - Academic Employees, Credit Program, Categorically Funded * c
- L1 - Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract. * c
- N1 - Academic Employees Community Services Classes * c

* c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.

POLICY (Pages 90-169)

- | | | | |
|----|---|--|-----|
| P1 | - | Notice of intention to amend the San Francisco Community College District Policy | * c |
| P2 | - | Notice of Intention to Amend the SFCCD Policy Manual | * c |

SPECIAL (Pages 170-183a)

- | | | | |
|----|---|---|-----|
| S1 | - | Adopting the San Francisco Community College District's Initial Proposals to the American Federation of Teachers, Local 2121, for a Successor Collective Bargaining Agreement, After Public Comment | * c |
| S2 | - | Recommendation of Expulsion of Student | * c |
| S3 | - | Authorization for the San Francisco Community College District to Participate in the California Commission on Peace Officers Standards and Training Program (POST) | * c |
| S4 | - | Recommend authorizing the administration to establish wage rates/premiums and benefit levels for the classification of Engineer Assistant (1041) | * c |
| S5 | - | Authorization be hereby given to (1) modifies Resolution No. 990729-S2 to eliminate the 1659 classification as soon as practical, and to include the 1670 classification; (2) authorizes the Administration to establish the hourly wage rates for fiscal year 1999-2000 for the 1670 classification as follows: \$32.45 at Step 1; \$34.06 at Step 2; \$35.79 at Step 3; \$37.56 at Step 4; and \$39.45 at Step 5, and (2) authorizes the Administration to establish benefit levels for the 1659 classification consistent with the benefit levels provided to other unrepresented classified management, supervisory and confidential employees, as appropriate. | * c |
| S6 | - | Annual Institutional Planning Objectives | * c |
| S7 | - | Authorizing the District to require classified employees who drive motor vehicles as a requirement of performing their jobs to provide a valid copy of their motor vehicle driving record at the start of their employment and annually every August thereafter. | * c |

REAL ESTATE (Pages 184)

- | | | | |
|----|---|--|-----|
| W1 | - | Authorization to modify existing rental agreements totaling \$600. | * c |
|----|---|--|-----|

* c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.

Information only (Pages 185-187)

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: **February 24, 2000**
 Chinatown/NorthBeach Campus
 940 Filbert Street
 San Francisco

***C** - It is recommended that all resolution agenda items identified with letter ***C** in the right hand column are eligible for consideration as Consent agenda items.



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B1

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND
Approval of Special Personnel Services Contracts
(Resolution No: 000127-B1)

BACKGROUND INFORMATION:

STRATA Information Group (SIG) has been providing special services related to the implementation of the Banner software since June 1996-- in particular, the Banner Student and the Banner Financial Aid modules. The Student module has been in production since Spring 1998 and Financial Aid since Fall 1998. During the 1998-99 fiscal year, SIG provided the technical expertise in troubleshooting and resolving issues related to the implementation of the new system to create a more stable operating environment. During the Summer and Fall of 1999, SIG has provided the technical expertise in leading the College in a successful migration of the entire Banner system from the previous 2.1 version to the Y2K compliant Banner 3.1 version (known as Banner 2000). During the Fall 1999 semester, the ITS Department lost 2 programmers to transfers. The Department is in the process of seeking replacements as well as seeking a manager for the programming unit. In the interim, the services of SIG will be needed to fill in for programming and coordination needs of the department. In addition, SIG will be providing the technical consulting to ensure the implementation of two new projects: the Banner Web software, authorized by Board Resolution No. 990923-B1, the first module of which is scheduled to be in production in November 2000 to allow students to apply and register over the Web, and the conversion to Banner version 4, scheduled for Fall 2000.

The cost of this contract will be covered with salary savings from the ITS Departmental budget.

01/27/00 B1 page 1

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RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Strata Information Group (SIG) to provide technical consulting conversion from Banner 3 to Banner 4, and to provide interim programming and coordination consultation to the programming unit of the ITS Department for a period from January 1, 2000 through June 30, 2000 for a total contract cost not to exceed \$216,500, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Mamie How, Originator

01/27/00 B1 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000 B2

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **GENERAL FUNDS**
Authorization to award construction contract with
(Resolution No. 000127-B2)

BACKGROUND INFORMATION:

Project: *Phelan Campus Building Infrastructure Wiring*
(in process of bidding)

With the availability of the General Obligation Bond Funds, CCSF began construction of the college's network infrastructure, this past summer. The Phelan Campus Conduit Infrastructure Repair Project has been completed; the Phelan Campus Fiber Backbone Project which began in Fall 1999 is nearing completion. The next phase of the college's network infrastructure project is the building wiring of all of the major buildings on the Phelan Campus. It is anticipated that this will be a two-year project.

The Phelan Campus Building Infrastructure Wiring Project is a cabling project, involving the installation of fiber optic, Category 5 and coaxial cable throughout the 12 major buildings on the Phelan Campus. With the completion of this project, all classrooms and faculty offices in the 12 major buildings will be wired for data, video and phone connectivity.

_____ contractors bid on the project, _____ of which were MBE and _____ were WBE. Per State of California Public Code 20651, the bid is being awarded to the lowest responsible and responsive bidder _____ Company.

The cost for this contract will be funded entirely proceeds generated by the sale of General Obligation Bonds from Proposition A.

01/27/00 - B2 page 1

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RECOMMENDATION:

RESOLVED: That authorization to contract with____, the lowest responsible bidder, for the The Phelan Campus Building Infrastructure Wiring Project, as specified above from January 28, 2000 through December 31, 2001 at a cost not to exceed \$____, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
Mamie How, Originator

01/27/00 - B2 page 2

DATE: January 27, 2000

B3

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: General Fund
Authorization for General Fund Modification(S)for Special Services Contract
(Resolution No. 000127-B3)

BACKGROUND INFORMATION:

<u>ORIGINAL RESOLUTION NUMBER</u>	<u>GRANTOR/ CONTRACTOR</u>	<u>CONTRACT DATE</u>	<u>ORIGINAL TOTAL AMOUNT</u>	<u>CHANGE</u>	<u>NEW TOTAL NOT TO EXCEED</u>	<u>COMMENTS: ORIGINATOR</u>
A 981217-B2	DR Associates International	Jan. 1, 1999 – Dec. 31, 1999	\$8,000	Extend contract to Jan. 1,00 to Dec. 31,00		Extend end date one year Originator: Linda Jackson
B 951214-B2	Brinks	Jan. 21, 1996- Jan.21,2000	Varies as to need approx. \$700/Mo.	Extend term Jan. 21, 2000- June 30, 2000		Extend term 6 months. Originator: Stephen Herman
C 931216-B4 980430-B2	IKON management Services	Jan. 4, 1994- Dec. 31, 1996 Jan. 1, 1997- Dec. 31, 1999	Revenue not expenditure	Extend term Jan. 1, 2000 – June 30, 2000		Pay for copiers around the District. Revenue varies depending on use. Originator: Stephen Herman
				Total		

RECOMMENDATION:

RESOLVED : That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: January 27, 2000

B4

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

**Subject: GENERAL FUND
Reviewing and Accepting the 1998-99 Annual Audit
(Resolution No. 000127-B4)**

BACKGROUND INFORMATION:

Education Code Section 84040 reads in part as follows: "(b) The governing board of each community college district shall provide for an annual audit of all funds, books and accounts of the district in accordance with regulations of the board of governors."

Section 13e of the U.S. Office of Management and Budget Circular A-128, Audits of State and Local Governments, also requires that the audit report be made available by the State or local government for public inspection within thirty days after the completion of the audit.

At the May 22, 1997 Board of Trustees meeting Resolution No.970522-B18 was passed authorizing contract with Vavrinek, Trine, Day & Co. for auditing services for the period 1996-1997, 1997-1998, 1998-99 and 1999-2000.

The auditors have now completed their examination and the results are contained in "San Francisco Community College District, Auditor's Report for the year ended June 30, 1999". A copy has been sent to each member of the Board of Trustees and a copy has been filed with the Secretary of the Board of Trustees.

Title 5, California Code of Regulations, Section 59104 requires each community college district governing board to review the annual audit at a public meeting.

01/27/00 – B4 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

RESOLVED: That the annual audit of the SFCCD for the Fiscal Year 1998-99, as reported in the "San Francisco Community College District, Auditor's Report" a copy of which has been sent to each Board of Trustee member and also filed with the Secretary of the Board of Trustees, is hereby reviewed and accepted, and

FURTHER BE IT RESOLVED: That pursuant to Section 13e of the U.S. Office of Management and Budget Circular A-128, a copy of the San Francisco Community College District Auditor's Report for the year ended June 30, 1999 shall be available for public inspection at the SFCCD, District Business Office, 33 Gough Street, San Francisco, California and the City College of San Francisco Library, 50 Phelan Avenue, San Francisco, California.

James Kendrix, Originator

01/27/00 -- B4 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000 **B5**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND
Authorization to Contract with
Mason Tillman Associates, LTD.
(Resolution No. 000127-B5)

BACKGROUND INFORMATION:

Mason Tillman Associates, LTD. has assisted the District in developing and implementing an M/W/LBE program through 1) the completion of a Disparity Study on Minority and Woman-owned Business Enterprises 2) development of the program standards, guidelines, rules and regulations. At the September 30, 1999 Board of Trustees meeting Resolution No. 990930-S7 was approved adopting the District's M/W/LBE Program.

At the meeting of the Board of Trustees Diversity Committee meeting held during August of 1999 the Board of Trustees Diversity Committee requested that Mason Tillman Associates, LTD. be further engaged by the District to: 1) develop a training program for staff; 2) develop a database tracking system for the District's use; 3) provide monthly reporting back to the Board of Trustees during the fiscal year; and 4) develop a outreach program to enhance communication with vendors.

Additionally, the District further requires the assistance of Mason Tillman Associates, LTD. in serving as the Contract Compliance function on behalf of the District until such time as the District can bring sufficient staffing in-house to manage the program.

01/27/00 – B5 page 1

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The costs for the needed services are as follows:

Develop training program, database-tracking system, monthly reporting and developing an outreach program	\$ 53,825
Serving as the Contract Compliance Office	<u>102,360</u>
Total	\$156,185

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Mason Tillman Associates, LTD. to assist in the implementation of the District's M/W/LBE Program during the 1999-2000 fiscal year at a cost not to exceed \$156,185, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

James Kendrix, Originator

01/27/00 – B5 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: January 27, 2000 **B5a**
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor
Subject: **GENERAL FUND**
Authorization for Special Services Agreement –
Recruiting Firm for Controller Position
(Resolution No. 000127-B5a)

BACKGROUND INFORMATION:

The College has been attempting to fill the Controller's position since early August of last year. Two rounds of interviews have been conducted with no candidate emerging with the experience and skill combination needed to fill the position.

As a result of the rather tight labor market for higher level accounting positions it is now necessary that the College employ the services of recruiting firms to assist in filling the Controller's position.

Several recruiting firms will be contacted to provide applicants, the firm that refers the successful applicant will charge a fee consisting of approximately 30% on the Controller's annual salary.

RECOMMENDATION:

RESOLVED: That authorization is hereby given to enter into a Special Services agreement with a recruiting firm that refers the successful candidate for the Controller's position at a cost of approximately 30% of the annual salary for the Controller's position, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor Finance and Administration and/or their designee is hereby authorized to execute any and all documents on behalf of the College to effectuate this resolution.

James Kendrix, Originator

01/27/00 – B5a page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

DATE: January 27, 2000

B6

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY
Authorization for three (3) Contract Modification(s) totaling \$13,050 for Special Services Contract(s) and Construction Contract(s) and one (1) Special Services Contract Amendment
(Resolution No. 000127-B6)

BACKGROUND INFORMATION:

ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	ORIGINAL CONTRACT AMOUNT	PREVIOUS CONTRACT MODIFICATION(S) AMOUNT	REQUESTED CONTRACT MODIFICATION AMOUNT	NEW CONTRACT AMOUNT	COMMENTS
A 990930-B6 District Emergency Eye Wash & Shower Drainage Plumbing Installation	Gelfand RNP Caucasian, MBE WBE LBE (Project Architect)	Amendment	\$0.00	Amendment	\$36,000.00	Amendment to the contract amount from \$30,000 to \$36,000
B 980528-B28 Phelan Campus Telecom Conduit System	All Star Telecom, Hispanic, MBE (General Contractor)	\$102,000.00	\$73,450.00	CM #4 - \$6,550.00	\$182,000.00	Additional conduit work into Rosenberg Library and Visual Arts
C 990128-B7a Airport Aeronautic Building Reroof	Kendall Young Associates Asian, MBE LBE (Project Architect)	\$15,000.00	\$10,000.00	CM #2 - \$5,000.00	\$30,000.00	Additional Construction Administration services to complete project
D 990429-B10 Batmale Hall Re- roofing	Best Roofing & Waterproofing Asian (General Contractor)	\$81,500.00	\$11,000.00	CM #3 - \$1,500.00	\$94,000.00	Material substitution per District's request for unifying roofing material used on both job at Batmale Hall roof
			Total	\$13,050.00		

RECOMMENDATION:

RESOLVED : That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY

B7

Adoption of a summation of the District's proposed Five-Year Construction Plan to be submitted to the State Chancellor's Office for review and approval.
(Resolution No. 000127 – B7)

BACKGROUND INFORMATION:

Project: Five-Year Construction Plan Priority List

The following is a summation of the District's proposed Five-Year Construction Plan to be submitted to the Facilities Planning and Utilization Unit of the State Chancellor's Office for review and approval. The priority order of these projects has been reviewed and approved through the shared governance process and will be incorporated in the District Five Year Construction Plan. The Five Year Capital Outlay Construction Plan, Initial Project Proposals (IPP), and Final Project Proposals (FPP) are the basis for all State and locally funded capital outlay projects for the next five years. Final Project Proposals have been submitted for the next funding cycle for new replacement facilities for Physical Education, and Chinatown/North Beach Campus. Initial Project Proposals have been submitted for these projects: District-Remove Architectural Barriers, Windows Replacement (Science Hall, Cloud Hall, John Adams, Alemany), Advanced Technology Learning Center, Remodel Alemany Campus, Remodel John Adams, and Remodel Downtown Campus.

District order of priority for proposed projects:

	Project Name
1	Central Shops and Warehouse
2	Mission Campus Building (new replacement facility)
3	Chinatown/North Beach Campus (new replacement facility)
4	Physical Education Facility (new replacement facility)
5	District - Remove Architectural Barriers
6	Windows Replacement (Science Hall, Cloud Hall, John Adams, Alemany)
7	Advanced Technology Learning Center (previously called Multidisciplinary Learning Lab to replace Bungalows with high-tech multidisciplinary, multimedia center)
8	Remodel Alemany Campus
9	Remodel John Adams
10	Remodel Downtown Campus
11	Balboa Reservoir Infrastructure Construction (utilities, gas lines, stubbed to the edge)

01/27/99 – B7 page 1

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	Project Name
	of the future building site)
12	Remodel Science Hall (IPP package in progress)
13	Remodel Arts Buildings (IPP package in progress)
14	Student Services/Child Care/Administrative Services (previously called College Service Building)
15	Theater / Performing Arts Classrooms / Labs
16	Parking Structure
17	Airport Campus Equipment (for future Airport new campus building)
18	Latin American Studies/Diego Rivera Center

RECOMMENDATION:

RESOLVED: That the Board adopt this summation of the District's proposed Five-Year Construction Plan for submission to the State Chancellor's Office for review and approval. That authorization be given to submit, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

AMENDED 01/21/00

DATE: January 27, 2000

B8

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services contract to
(Resolution No. 000127 – B8)

BACKGROUND INFORMATION:

*Project: Mission Campus Preliminary Plans
(in process)*

The District received many responses to the advertised request for qualifications for the Mission Campus Architectural/Engineering Services. The selection process was a multi step process including committee review of qualification statements, M/W/LBE participation compliance, and panel interview of top ranked firms. The qualification statements for firms were reviewed by the Mission Campus Advisory Committee and ranked. The top ranked firms were interviewed by a qualified and ethnically diverse selection panel consisting of members representing local business entities **and organizations**, the Mission Campus faculty, the administration, and the classified staff. The selection panel rated Baker Vilar/KMD Architects, Cervantes Design Associates/Kendall Young **Associates**, and Kwong Kolm Architects (KKA)/SMWM as the three highest scoring firms and forwarded their names on to the Chancellor as finalists.

An additional round of interviews before the Board of Trustee's Facilities Committee, the Chancellor has selected _____, a certified Minority Business Enterprise and a Local Business Enterprise, to provide architectural/engineering services, for the Project: Mission Campus Preliminary Plans located at the 2550-2558 Mission Street in San Francisco. The services provided by the prime consultant and their sub-consultants may include, but are not limited to, architectural design, program planning, and construction administration; engineering consulting services such as civil, electrical, mechanical, and structural engineering; cost estimate; scheduling and other services.

The contract for Design, including Preliminary Plans, Working Drawings and Construction Administration shall not exceed \$1,850,000. At this time, the State has appropriated approximately \$650,000 for only Preliminary Plans. Additional funding for the balance of the contract is expected to be approved by the Board of Governors. This service contract will have a duration of approximately five years, from the commencement of preliminary plans through project construction completion. This portion of the project is 100% funded by the State Capital Outlay funding.

01/27/00 – B8 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

RESOLVED: That authorization be given to contract with _____, a certified Minority Business Enterprise and a Local Business Enterprise, for special services and advice to provide the District with architectural and engineering services, for the Project Mission Campus Preliminary Plans at a cost not to exceed \$650,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B8

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

**Subject: CAPITAL OUTLAY
Authorization to Award Special Services contract to**

(Resolution No. 000127 – B8)

BACKGROUND INFORMATION:

*Project: Mission Campus Preliminary Plans
(in process)*

The District received many responses to the advertised request for qualifications for the Mission Campus Architectural/Engineering Services. The selection process was a multi step process including committee review of qualification statements, M/W/LBE participation compliance, and panel interview of top ranked firms. The qualification statements for firms were reviewed by the Mission Campus Advisory Committee and ranked. The top ranked firms were interviewed by a qualified and ethnically diverse selection panel consisting of members representing local business entities, the Mission Campus faculty, the administration, and the classified staff. The selection panel rated Baker Vilar Architects, Cervantes Design Associates/Kendall Young, and Kwong Kolm Architects (KKA)/SMWM as the three highest scoring firms and forwarded their names on to the Chancellor as finalists.

An additional round of interviews before the Board of Trustee's Facilities Committee, the Chancellor has selected _____ (_____), a certified Minority Business Enterprise and a Local Business Enterprise, to provide architectural/engineering services, for the Project: Mission Campus Preliminary Plans located at the 2550-2558 Mission Street in San Francisco. The services provided by the prime consultant and their sub-consultants may include, but are not limited to, architectural design, program planning, and construction administration; engineering consulting services such as civil, electrical, mechanical, and structural engineering; cost estimate; scheduling and other services.

The contract for Design, including Preliminary Plans, Working Drawings and Construction Administration shall not exceed \$1,850,000. At this time, the State has appropriated approximately \$650,000 for only Preliminary Plans. Additional funding for the balance of the contract is expected to be approved by the Board of Governors. This service contract will have a duration of approximately five years, from the commencement of preliminary plans through project construction completion. This portion of the project is 100% funded by the State Capital Outlay funding.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with _____
(_____), a certified Minority Business Enterprise and a Local Business Enterprise, for special services and advice to provide the District with architectural and engineering services, for the Project Mission Campus Preliminary Plans at a cost not to exceed \$650,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B9

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY

Authorization to Award Special Services to PSC
Associates Inc.,
(Resolution No. 000127-B9)

BACKGROUND INFORMATION:

Project: Extended Opportunity Program & Services (EOPS) Facility

The District wishes to contract with PSC Associates Inc., a certified (Asian) Minority Owned Business Enterprise, to provide geotechnical engineering services for the Project: Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus. The scope of work will include: perform site investigations, soil testing & inspection, prepare geotechnical reports and specification for the design and construction document development. This geotechnical engineering services is necessary for Facilities & Planning Office to perform in-house design of the new EOPS facility and to meet the Division of State Architects (former Office of Regulation Services) construction document review requirement.

This project is funded by the Partnership for Excellence Grant, to be charged to Appropriation 412039-0130-6201-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with PSC Associates Inc., (Asian) a certified Minority Owned Business Enterprise for special services and advice to provide the District with geotechnical services, for the Project: Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus at a cost of \$9,500, to be completed on or before June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

01/27/00 – B9 page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B9a

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **CAPITAL OUTLAY**
Authorization to Award Construction Contract to CST
Environmental, Inc.,
(Resolution No. 000127-B9a)

BACKGROUND INFORMATION:

Project: John Adams Campus Police Office Asbestos Floor Tile Removal & Replacement

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with CST Environmental, Inc., (Asian Pacific Islander) a certified Minority Owned Business Enterprise and the lowest responsible bidder, for the project: John Adams Campus Police Office Asbestos Floor Tile Removal & Replacement. This project consists of the existing asbestos contained floor tile abatement and replace with new flooring.

The project is funded by General Obligation Bond fund, to be charged to Appropriation 42030G-8811-6-6202-7100-HS.

RECOMMENDATION:

RESOLVED: That authorization be given to contract CST Environmental, Inc., (Asian Pacific Islander) a certified Minority Owned Business Enterprise and the lowest responsible bidder, at a cost of \$1,920, for the project: John Adams Campus Police Office Asbestos Floor Tile Removal & Replacement, to be completed on or before April 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B9b

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY

Authorization to Award Construction Contract to _____
(Resolution No. 000127-B9b)

BACKGROUND INFORMATION:

Project: *Bungalow 213 Hazardous Material Abatement*
(in process of bidding)

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with _____, the lowest responsible bidder, for the project: Bungalow 213 Hazardous Material Abatement. This work is necessary to comply with Federal and State building codes and hazardous material abatement guidelines for building construction. This abatement work is also necessary to facilitate the Bungalow 213 demolition work to follow.

The project is funded by General Obligation Bond fund, to be charged to Appropriation 42031G-8067-6203-7100-HS.

RECOMMENDATION:

RESOLVED: That authorization be given to contract _____, the lowest responsible bidder, at a cost of \$_____, for the project: Bungalow 213 Hazardous Material Abatement, to be completed on or before April 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B9c

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY

Authorization to Award Construction Contract to _____
(Resolution No. 000127-B9c)

BACKGROUND INFORMATION:

Project: *Bungalow 213 Demolition*
(in process of bidding)

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with _____, the lowest responsible bidder, for the project: Bungalow 213 Demolition. This project consists of removal of the existing Bungalow 213 facility located at Phelan campus.

The project is funded by General Obligation Bond fund, to be charged to Appropriation 42031G-8067-6203-7100-HS.

RECOMMENDATION:

RESOLVED: That authorization be given to contract _____, the lowest responsible bidder, at a cost of \$_____, for the project: Bungalow 213 Demolition, to be completed on or before April 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B10

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT

Authorization to contract with the University of California, San Francisco (UCSF) Nurse Practitioner faculty to provide family planning services at the CCSF Student Health Center at a cost not to exceed \$7,000 for the period January 1, 2000 through December 31, 2000.
(Resolution No. 000127-B10)

BACKGROUND INFORMATION:

The Student Health Services has been providing family planning services to our students as an integral part of our program for several years. The family planning services is staffed in large part by graduate students attending the UCSF School of Nursing who are performing their practicum. The Nurse Practitioner is a licensed nurse who is authorized to supervise these graduate students while performing their work at CCSF. Recently, the Student Health Center was approved by the Department of Health Services to be licensed to provide family planning services to our students and receive Medi-Cal reimbursement for these services.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with UCSF to provide a Nurse Practitioner to work at the Student Health Center for no more than \$7000 for the period January 1, 2000 through December 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Frank Chong, Originator

01/27/00 – B10 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR

DATE: January 27, 2000

B11

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

**Subject: Authorization to modify existing Grants totaling \$10,957.80
(Resolution No. 000127-B11)**

<u>ORIGINAL RESOLUTION NUMBER</u>	<u>GRANTOR/ CONTRACTOR</u>	<u>CONTRACT DATE</u>	<u>ORIGINAL TOTAL AMOUNT</u>	<u>CHANGE</u>	<u>NEW TOTAL NOT TO EXCEED</u>	<u>COMMENTS: ORIGINATOR</u>
A 980827-B13 990729-B15d	San Francisco Airport Commission	Jul. 1, 1998- Dec. 31, 1999	\$244,450	Extend term to Jun. 30, 2000		Date change only, no change to contract amount. Originator: Judy Teng
B 990624-B30	San Francisco Airport Commission	Jun. 1, 1999-Dec. 31, 1999	\$ 80,800	Extend term to Jun. 30, 2000		Date change only, no change to contract amount. Originator: Judy Teng
C 991028-B14	Laurie Friedman	Oct. 1, 1999-Jan. 31, 2000	\$ 40,000	Extend term to Jun. 30, 2000		Date change only, no change to contract amount. Originator: Judy Teng
D 990729-B13	Patrick Cheng	Aug. 1, 1999-Dec. 31, 1999	\$20,000	Extend term to June. 30, 2000		Date change only, no change to contract amount. Originator: Judy Teng
E 991021-B13	Ben Shohfi	Oct. 1, 1999-Dec. 31, 1999	\$ 3,600	Extend term to Feb. 29, 2000		Date change only, no change to contract amount. Originator: Judy Teng
F 991021-B13	Diane Hume	Oct. 1, 1999-Dec. 31, 1999	\$ 3,600	Extend term to Mar. 31, 2000		Date change only, no change to contract amount. Originator: Judy Teng
G 991021-B13	Yasuko Kazama	Oct. 1, 1999-Dec. 31, 1999	\$ 6,000	Extend term to Mar. 31, 2000		Date change only, no change to contract amount. Originator: Judy Teng

	<u>ORIGINAL RESOLUTION NUMBER</u>	<u>GRANTOR/ CONTRACTOR</u>	<u>CONTRACT DATE</u>	<u>ORIGINAL TOTAL AMOUNT</u>	<u>CHANGE</u>	<u>NEW TOTAL NOT TO EXCEED</u>	<u>COMMENTS: ORIGINATOR</u>
H	990429-B-19	Children Council of San Francisco	Fiscal Year 1999-2000	\$113,000	+\$30,957.80	\$143,957	\$30,957.80 will be used for conducting child development bilingual credit classes, expenses for child care brochure, fingerprinting for child development class students. Originator: Sandra Handler
I	991216-B-19	State Chancellor's Office	July 1, 1999 – June 30, 2000	\$198,874	Decrease total by \$20,000	\$178,874	Decrease original amount. Originator: Robert Gabriner
J	991118-B-21	Diego Rivera Mural Project/Carolyn Peter	November 19, 1999 – May 31, 2000	\$11,000	Date change to February 1, 2000- June 30, 2000 and contractor to Patricia Cogley	\$11,000	Date change and change of contractor for coordination and technical assistance needed for the Diego Rivera Mural Project. Originator: Robert Gabriner
				Total	\$10,957.80		

RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendment to the Resolution as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B12

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr.
Chancellor

Subject: GRANT
Authorization to Contract
(Resolution No. 000127- B12)

BACKGROUND INFORMATION:

On October 28, 1999, the Board of Trustees adopted a resolution authorizing instructional Study Abroad programs, Fall 2000 and Spring 2001, to Paris, France.

On November 24, 1999 a Request For Proposal, City College of San Francisco International Education Programs, "Fall Semester 2000 and Spring Semester 2001 in Paris, France" was mailed to 4 agencies which provide travel services. The closing date for receipt of proposals was December 31, 1999. Three proposals were received. These proposals were based on the cost of activities, housing, international airfare, and ground and air transportation within Paris, and student medical insurance for 15 to 19 students or 20 or more students. The proposals were as follows:

FALL 2000 Contractor

Total Cost

	<u>(15-19 Students)</u>	<u>(20+ Students)</u>
ACCENT International Consortium for Academic Programs Abroad, Ltd	\$ 5,850 Program 700 -900 Airfare	\$ 5,650 Program 700 -900 Airfare
CAPA (Centers for Academic Programs Abroad)	\$ 5,969 Program 830 Airfare	\$ 5,569 Program 830 Airfare
AIFS (American Institute for Foreign Study)	\$ 7,398 Program 595 Airfare	\$ 7,348 Program 595 Airfare

BOARD OF TRUSTEES

01/27/00 - B12 page 1
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SPRING 2001

<u>Contractor</u>	<u>Total Cost</u>	
	<u>(15-19 Students)</u>	<u>(20+ Students)</u>
ACCENT International Consortium for Academic Programs Abroad, Ltd	\$ 6,250 Program 700 -900 Airfare	\$ 6,050 Program 700 -900 Airfare
CAPA (Centers for Academic Programs Abroad)	\$ 5,931 Program 668 Airfare	\$ 5,631 Program 668 Airfare
AIFS (American Institute for Foreign Study)	\$ 7,398 Program 595 Airfare	\$ 7,348 Program 595 Airfare

Of the proposals received, based upon a comparison of cost, value, and activities, the criteria of our requirements, and the price and policies of the travel agencies, a contract with the firm ACCENT is recommended to provide the necessary travel and educational program arrangements for "Fall 2000 and Spring 2001, Florence, Italy" programs. The dates of the programs will be: Fall 2000, September 6 - December 8, 2000 and Spring 2001, January 31 - **May 25, 2001.**

ACCENT has insurance coverage of \$3 million for general liability, errors and omissions issued by Calender-Robinson Co., Inc., General Insurance Brokers. City College is listed as an additional insured on the policy.

ACCENT will continue to work very closely with the financial aid office at CCSF and make special efforts for delayed payments from those students who have successfully applied for financial aid. About 25-30% of CCSF students fall into this category and to our knowledge, ACCENT is the only organization that allows deferred payments until mid-semester. Furthermore, ACCENT proposes offering \$1,000 in scholarships per semester for Paris for those students coming from CCSF and the Bay Area who fulfill the criteria that will be established jointly with CCSF. These scholarships will be awarded according to both need and merit and will begin in the fall of 2000.

RECOMMENDATION:

RESOLVED: That authorization be given to conduct excursions to Paris, France, Fall 2000 and Spring 2001, and to contract with ACCENT International Consortium for Academic Programs Abroad, Ltd, to obtain travel and educational program arrangements, with costs to be borne by the students, and

FURTHER BE IT RESOLVED: That the Chancellor, the Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the San Francisco Community College District to effectuate this resolution.

Originator: Joanne Low

01/27/00 – B12, page 3



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B13

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

**Authorization to rescind board resolution No.
990826-B25 and authorization to appropriate \$12,854
receivable from Community College of Southern
Nevada for participating in FLASH
(Resolution No. 000127-B13)**

BACKGROUND INFORMATION:

This resolution rescinds Board Resolution No. 990826-B25 which authorized City College of San Francisco to submit an application and appropriate funds received from the National Science Foundation (NSF) and replaces it with a new resolution authorizing City College of San Francisco to establish a sub-contract with the Community College of Southern Nevada to receive \$12,854 for participating in the FLASH consortium.

The NSF will provide funds to bring systemic change to community college chemistry programs through FLASH, a consortium of five colleges, including Fullerton College, Community College of Southern Nevada - Las Vegas, Albuquerque Technical Vocational Institute, City College of San Francisco, and Montgomery College - Houston. This project will transfer reforms from university undergraduate chemistry education program to community colleges by using a technology-mediated, student-centered learning environment in which students are active learners and cooperative learning is supported. These chemistry reforms will be especially helpful to under-prepared community college chemistry students. The funds provided to CCSF will be used by faculty to develop the curriculum and for computer equipment.

There is no additional space required. There is a \$3,350 cash match required which will be provided by block grant monies. Community College of Southern Nevada is the fiscal agent.

01/27/00 – B13 page 1

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<u>Income</u>	
Community College of Southern Nevada (NSF)	\$12,854.00
CCSF Cash Match	<u>\$ 3,350.00</u>
Total	\$16,204.00
<u>Expenditures</u>	
Instructional Salaries	\$7,000.00
Capital Outlay (Computers)	3,350.00
Cash Match (Computers)	3,350.00
Materials and supplies	1,800.00
Indirect Cost	<u>704.00</u>
Total	\$16,204.00

RECOMMENDATION:

RESOLVED: That authorization be hereby given to rescind Board Resolution No. 990826-B25 which authorized City College of San Francisco to submit an application and appropriate funds received from the National Science Foundation for FLASH, and

FURTHER BE IT RESOLVED: That authorization be hereby given to appropriate \$12,854 receivable from Community College of Southern Nevada for participating in FLASH for the time period of July 1, 1999 through July 1, 2001, in the amount not to exceed \$12,854, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator
Robert Manlove, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B14

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Authorization to accept and subcontract funds to San Francisco State University
(Resolution No. 000127-B14)

BACKGROUND INFORMATION:

The Community Health Training Center is an inter-segmental collaboration between the Health Science Department at City College of San Francisco and the Department of Health Education at San Francisco State University.

This resolution requests authorization to subcontract funds to San Francisco State University for activities related to a grant from the U.S. Department of Education to disseminate the performance based certificate program for community health workers to other educational institutions. City College of San Francisco is the fiscal agent.

This resolution has been delayed due to the process of legal review by both institutions of the sub-recipient agreement.

This program has been guaranteed funding for one year, September 1, 1999 to August 30, 2000. The funds will be expended as follows:

Income

U.S. Department of Education	\$91,000
------------------------------	----------

Expenditure

Release Time	\$10,500
Benefits	2,625
Indirect 8%	1,050
Total CCSF	\$14,175

01/27/00 – B14 page 1

BOARD OF TRUSTEES

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Other Outgo (sub-contract to SFSU)

Salaries and Benefits	\$63,320
Travel	2,000
Honorarium	2,500
Supplies and Services	1,407
Printing	2,000
Indirect 8%	<u>5,698</u>
Total Outgo	\$76,925
 Total	 \$91,100

RECOMMENDATION:

RESOLVED: That authorization be hereby given to subcontract with San Francisco State University for activities related to a grant from the U.S. Department of Education to disseminate the performance based certificate program for community health workers to other educational institutions, for the period of September 1, 1999 through August 30, 2000 in the amount not to exceed \$91,100, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator
Linda Grohe, Originator

01/27/00 – B14 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B15

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANT

Authorization to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Center Based Child Development Program for the fiscal year 2000-01 (Resolution No. 000127-B15)

BACKGROUND INFORMATION:

The California Department of Education/Child Development Division has again requested that City College of San Francisco apply for funds to continue the existing Center Based Child Development Program through 2000-01. Funding for 1999-00 totaled \$389,949 and the request for 2000-01 totals \$389,949. The purpose of the center based program is to provide center based child development services (preschool-3rd grade) for low income families in San Francisco County. Families must meet the state guidelines for certification. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Center Based Child Development Program for the fiscal year 2000-01, not to exceed to \$389,949, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

01/27/00 – B15 page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B16

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANT

Authorization to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Full-Day Education Program for the fiscal year 2000-01

BACKGROUND INFORMATION:

The Bureau of State Preschool Education, Child Development Programs, California Department of Education has again requested that City College of San Francisco apply for funds to continue the existing State Preschool Full-Day Program through 2000-01. Funding for 1999-00 totaled \$918,216 and the request for 2000-01 totals \$918,216. The purpose of the State Preschool Full-Day Program is to provide full-day educational opportunities for low income families with children 3-5 years of age. Families must meet the state guidelines for certification. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Full-Day Education Program for the fiscal year 2000-01, Total not to exceed to \$918,216, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

01/27/00 – B16 page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B17

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **GRANTS**

**Authorization to submit an application for funds and
appropriate all funds receivable
(Resolution No. 000127-B17)**

BACKGROUND INFORMATION:

The Bureau of State Preschool Education, Child Development Programs, California Department of Education has again requested that City College of San Francisco apply for funds to continue the existing State Preschool Part-Day Program through 2000-01. Funding for 1999-2000 totaled \$248,438 and the request for 2000-01 totals \$248,438. The purpose of the State Preschool Part-Day Program is to provide educational opportunities for low income families with children 3-5 years of age. Families must meet the state guidelines for certification. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Part-Day Education Program for the fiscal year 2000-01. Total funding is not to exceed to \$248,438, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

01/27/00 – B17 page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000 **B18**
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
SUBJECT: GRANTS
Authorization to submit an application for funds and appropriate all funds receivable (Resolution No. 000127-B18)

BACKGROUND INFORMATION:

The Bureau of Child Care and Development Block Grant, California Department of Education has requested that City College of San Francisco apply for funds to continue the existing child care and development services at Grace Child Development Center through 2000-01. Funding for 1999-00 totaled \$23,538 and the request for 2000-01 totals \$23,538. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Child Care and Development Block Grant for the fiscal Year 2000-01, total not to exceed to \$23,538, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

01/27/00 – B18 page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

B19

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to Contract
(Resolution No. 000127- B19)

BACKGROUND INFORMATION:

On October 28, 1999, the Board of Trustees adopted a resolution authorizing instructional Study Abroad programs, Fall 2000 and Spring 2001, to Florence, Italy.

On November 24, 1999 a Request For Proposal, City College of San Francisco International Education Programs, "Fall Semester 2000 and Spring Semester 2001 in Florence, Italy" was mailed to 4 agencies which provide travel services. The closing date for receipt of proposals was December 31, 1999. Two proposals were received. These proposals were based on the cost of activities, housing, international airfare, and ground and air transportation within Florence, and student medical insurance for 15 to 19 students or 20 or more students. The proposals were as follows:

FALL 2000

<u>Contractor</u>	<u>Total Cost</u>	
	<u>(15-19 Students)</u>	<u>(20+ Students)</u>
ACCENT International Consortium for Academic Programs Abroad, Ltd	\$ 4,550 Program 700 -900 Airfare	\$ 4,450 Program 700 -900 Airfare
CAPA (Centers for Academic Programs Abroad)	\$ 4,538 Program 1,061 Airfare	\$ 4,338 Program 1,061 Airfare

SPRING 2001

<u>Contractor</u>	<u>Total Cost</u>	
	<u>(15-19 Students)</u>	<u>(20+ Students)</u>
ACCENT International Consortium for Academic Programs Abroad, Ltd	\$ 4,550 Program 700 -900 Airfare	\$ 4,450 Program 700 -900 Airfare
CAPA (Centers for Academic Programs Abroad)	\$ 4,659 Program 740 Airfare	\$ 4,459 Program 740 Airfare

01/27/00 – B19 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

Of the proposals received, based upon a comparison of cost, value, and activities, the criteria of our requirements, and the price and policies of the travel agencies, a contract with the firm ACCENT is recommended to provide the necessary travel and educational program arrangements for "Fall 2000 and Spring 2001, Florence, Italy" programs. The dates of the programs will be: Fall 2000, August 28 - November 24, 2000 and Spring 2001, February 26 - May 25, 2001.

Accent has insurance coverage of \$3 million for general liability, errors and omissions issued by Calender-Robinson Co., Inc., General Insurance Brokers. City College is listed as an additional insured on the policy.

ACCENT will continue to work very closely with the financial aid office at CCSF and make special efforts for delayed payments from those students who have successfully applied for financial aid. About 25-30% of CCSF students fall into this category and to our knowledge, ACCENT is the only organization that allows deferred payments until mid-semester. Furthermore, ACCENT proposes offering \$1,000 in scholarships per semester for Florence for those students coming from CCSF and the Bay Area who fulfill the criteria that will be established jointly with CCSF. These scholarships will be awarded according to both need and merit and will begin in the fall of 2000.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to conduct excursions to Florence, Italy, Fall 2000 and Spring 2001, and to contract with ACCENT International Consortium for Academic Programs Abroad, Ltd, to obtain travel and educational program arrangements, with costs to be borne by the students, and

FURTHER BE IT RESOLVED: That the Chancellor, the Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the San Francisco Community College District to effectuate this resolution.

Joanne Low, Originator

01/27/00 – B19 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000 C1

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: EQUIPMENT, SUPPLIES & SERVICES
Procurement of Equipment, Supplies,
Services, Etc., less than \$3,000
(Resolution No. 000127-C1)

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than \$3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling \$ 325,841.26 individual amounts of less than \$3,000 not heretofore approved as summarized and detailed below:

Direct Payments	\$ 35,684.68
Purchase Orders	274,248.65
Travel/Mileage	<u>15,907.93</u>
GRAND TOTAL:	\$325,841.26

James Kendrix, Originator

01/27/00 - C1 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: January 27, 2000 **C2**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **EQUIPMENT, SUPPLIES & SERVICES**
Procurement of Equipment, Supplies ,
Services, Etc., more than \$3,000
(Resolution No. 000127-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment "A".

GRAND TOTAL: \$2,558,395.40

James Kendrix, Originator

01/27/00 - C2 page 1

BOARD OF TRUSTEES

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A	B	C	D	E	F	G	H	I	J
Fund	ORG	Acct	Prog	Act	Department	Vendor Name	Doc #	Amount	Description
1	UPFX	7347	5190	6600	S	Partnership for Excellence	TP99022	11,000.00	Services by Contract
2	UPFX	7347	5190	6600	S	Every Child Can Learn Foundation	TP99083	10,000.00	Services by Contract
3	UPFX	6500	4102	6450	C	Doherty C	TP73507	32,202.33	Supplies
4	UPFX	6210	5210	6450	C	CCSF Bookstore	DP74142	9,000.00	Travel
5	UPFX	4042	5190	6460	C	Kingsmen Coach Lines	DP74141	12,833.86	Services by Contract
6	UPFX	4042	5190	6460	C	NASFAA	PO68996	3,797.50	Housekeeping
7	U	7736	5560	0800	C	All American Sports Corp.	DP70343	12,500.00	Postage
8	U	4026	5350	6200	S	U. S. Postmaster	DP72322	30,000.00	Postage
9	U	3564	5350	6770	S	U. S. Postmaster	OD1709	6,319.25	Supplies
10	U	3562	4301	6770	S	Office Depot Inc.	TP73344	7,196.00	M&R Non-Equip
11	U	3542	5640	6120	S	Simplex Time Recorder Co	PO73330	5,566.71	Equipment
12	U	3524	6414	6599	S	Club Car, Inc.	PO73352	6,222.87	Supplies
13	U	3524	4303	6599	S	Nalco Diversified Technologies	TP73354	4,000.00	Supplies
14	U	3524	4303	6599	S	Purrolator Products Co.	PO73353	3,624.52	Supplies
15	U	3524	4303	6599	S	Purrolator Products Co.	DP73347	30,292.79	Utilities
16	U	3522	5530	6570	S	Pacific Bell	DP73339	6,865.48	Utilities
17	U	3522	5530	6570	S	Cellular One	CT41657	11,400.00	Services by Contract
18	U	0130	5190	6600	S	Liskamm W	TP99021	6,000.00	Services by Contract
19	U	0050	5190	6600	S	The Mexican Museum	DP73649	5,650.00	Advertising
20	U	0040	5802	6600	C	Towery Publishing, Inc.	DP75046	4,800.00	Advertising
21	U	0040	5802	6600	C	Century Media Network Co.	DP75050	5,752.00	Advertising
22	U	0040	5801	6600	C	National Cinema Network	TP74277	240,000.00	Services by Contract *
23	U	0020	5190	6600	S	Development Institute, Inc.	PO57696	13,227.22	Equipment
24	U	0004	6414	6600	S	Snader and Associates, Inc.			
25						Total Unrestricted		\$ 478,250.53	
26									
27	731001	1130	6413	6960	S	A.S. Council - Phelan	PO73548	19,890.27	Equipment
28	611000	9900	5450	6720	S	Workers Compensation	TP73425	800,000.00	Workers' Comp
29	420639	0130	6201	7100	H	SM 98-99 DTN Rpl Bldg Life/Fire Sft	CT41328	42,805.00	Capital Outlay
30	420614	3546	6203	7100	H	SM 97-98 DTN Bldg Life/Fire Sft	PO73361	7,031.99	Capital Outlay
31	420603	8062	6201	7100	S	SM 97-98 Elect Panels-Sci Bldg	CT41434	16,200.00	Capital Outlay
32	420603	0130	6202	7100	S	SM 97-98 Elect Panels-Sci Bldg	PO41421	58,500.00	Capital Outlay
33	420603	0130	6202	7100	H	SM 97-98 Elect Panels-Sci Bldg	PO41442	10,725.00	Capital Outlay
34	42012P	8064	6201	7100	S	Stadium Field House Ren-Plan-Design	CT41433	21,573.00	Capital Outlay
35	42012P	8060	6201	7100	R	Stadium Field House Ren-Plan-Design	CT41433	20,727.00	Capital Outlay
36	412817	0130	6201	7100	S	Install Roof over HVAC Fan Rm, Bt	CT41447	4,932.00	Capital Outlay
37	412102	2510	6413	6780	S	Equipment For Techn. Infra. Upgrade	PO71813	474,024.07	Equipment
38	412051	0130	6201	7100	S	Central Shops and Warehouse	CT41446	5,000.00	Capital Outlay
39	412040	0130	6201	7100	S	PFX-JA Child Care	CT41448	4,533.00	Capital Outlay
40	412015	0130	6202	7100	S	Remodel Allied Health	DP41444	3,360.00	Capital Outlay
41	412015	0130	6201	7100	S	Remodel Allied Health	DP41335	5,185.50	Capital Outlay

* Establishes annual payment amount to be paid monthly

* Establishes annual payment amount to be paid monthly



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

C3

Subject: GRANTS
Acceptance of Gifts
Resolution No. 000127-C3

BACKGROUND INFORMATION:

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding \$250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding \$1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:

WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Vice Chancellor of Academic Affairs, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees, are hereby authorized to accept the gifts listed on Attachment A for and in the name of the San Francisco Community College District;

FURTHER BE IT RESOLVED: That upon transfer of legal title of these gifts described in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

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ATTACHMENT A

RESOLUTION: 000127 — C3

DESCRIPTION	DONOR	BENEFICIARY	MARKET VALUE DECLARED BY DONOR
1) Cash	Square & Circle Club, Inc. San Francisco, CA	Square & Circle Club Scholarship	\$ 700.00
2) Cash	Jaclynn Zeidman Roberts San Francisco, CA	Abraham Zeidman Book Scholarship	\$ 700.00
3) Cash	Doris Sze Chun Berkeley, CA	Asian Studies Scholarship	\$ 300.00
4) Cash	AGS Club (Candy Sales)	Amega Chapter AGS Scholarship	\$ 886.00
5) Cash	Procerpina R. Gee San Francisco	M-Three Scholarship	\$ 300.00
6) Cash	N. CA Construction Institute San Francisco	CCSF Student Olga Paruzina	\$1,000.00
7) Cash	Marge Ryder San Francisco	ESL Scholarship	\$ 422.00
8) Cash	Joy Durighello	ESL Scholarship	\$ 400.00
9) Cash	Atkinson Foundation San Bruno	Atkinson Foundation Scholarship	\$8,000.00
10) Cash	Ella Driscoll San Francisco	Ella Driscoll Mixed Media Award	\$ 250.00
11) Cash	Confederated Tribes of Grand Ronde Grand Ronde, Oregon	CCSF Student Athena Torres	\$1,500.00
12) Cash	Genentech Foundation	CCSF Biology Dept.	\$12,000.00



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: January 27, 2000 **F1 & F2**
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor
Subject: Human Resources
Administrative Appointments
(2 or 3 year terms)
(Resolution No. 000127-F1 and F2)

BACKGROUND INFORMATION:

On December 16, 1993, the Board of Trustees of the San Francisco Community College District adopted the revised administrative evaluation procedures by adopting Resolution No. 931216-S7.

As a result thereof and in accordance with Sections A, B, or C of the Revised Administrative Evaluation Procedures, administrators who received satisfactory evaluations will receive either two or three year appointments.

Two administrators were evaluated during the Spring 1999 semester, as a result of continued administrative appointments. These administrators are:

1. Peter Goldstein – Vice Chancellor, Finance & Administration
2. Charles Collins – Associate Director Operations

The following resolutions are recommended for adoption:

Resolution No. **000127 – F1** covers a non-educational academic appointment for the Vice Chancellor, Administration & Finance.

RESOLVED: That **Peter Goldstein**, be retroactively appointed to a three-year term as **Vice Chancellor, Finance & Administration**, effective **July 1, 1999 through June 30, 2002**.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

01/27/00 F1&F2 page 1

BOARD OF TRUSTEES

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Resolution No. **000127 – F2** covers a non-educational academic appointment for Associate Director Operations.

RESOLVED: That **Charles Collins**, be retroactively appointed to a two-year term as **Associate Director Operations** effective **July 1, 1999 through June 30, 2001**.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Clara Starr, Originator

01/27/00 F1&F2 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: January 27, 2000 **F3**
To: Board of Trustees
From: Dr. Philip R. Day, Jr., Chancellor
Subject: Human Resources
Appointment
Educational Academic Administrator
(Resolution No. 000127 – F3)

BACKGROUND INFORMATION:

Resolution No. 000127 – F3 covers an educational academic appointment for the Dean of Counseling of Counseling and Special Support Services (Office of the Vice Chancellor, Student Development). Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective January 28, 2000, Dr. **Juanita Owens** be appointed Dean of Counseling and Special Support Services (Office of Vice Chancellor Student Development). Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Clara Starr, Originator

01/27/00 - F3 page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: January 27, 2000 **F4**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Academic Educational Administrator
Sabbatical Leave – Spring 2000
(Resolution No. 000127 – F4)

BACKGROUND INFORMATION:

Resolution No. 000127 – F4 covers a non-educational academic administrator's (LAWRENCE KLEIN) request for a Sabbatical Leave (one semester from the District during a portion of the 1999-2000 fiscal year.) Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective retroactive to January 19, 2000 through June 30, 2000 (110 days), LAWRENCE KLEIN, be placed on Sabbatical Leave from his 1999-2000 administrative position as Dean of Employee Relations. This leave is pursuant to the provisions of the San Francisco Community College District Policy Manual 3.17.L - Sabbatical Leave.

Clara Starr, Originator

01/27/00 - F4 page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: January 27, 2000 **F5**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Appointment
Educational Academic Administrator
(Resolution No. 000127 – F5)

BACKGROUND INFORMATION:

Resolution No. 000127 – F5 covers an educational academic administrative appointment for the Vice Chancellor for Student Development (Office of the Chancellor). Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective _____, _____, be appointed as Vice Chancellor for Student Development (Office of the Chancellor). Salary shall be in accordance with the 1999-2000 Management Salary Schedule Classification D, Vice Chancellor Academic Affairs/Vice Chancellor Student Development.

Clara Starr, Originator

01/27/00 - F5 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

F6

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: HUMAN RESOURCES
Commending Chancellor and Authorizing Term
Extension and Salary Increase
(Resolution No. 000127-F6)

BACKGROUND INFORMATION:

Chancellor Philip R. Day, Jr. has undertaken the challenges and opportunities presented by this marvelous and complex institution with enthusiastic and imaginative leadership. His energetic optimism and dedication to the College have been a positive example for all. City College is fortunate to have Dr. Day, and wishes to commend him for his outstanding service.

The Chancellor's contract currently has an expiration date of June 30, 2001. It is recommended that the Chancellor be given a revised term of August 17, 1998 through June 30, 2002.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby amends its employment agreement with Chancellor Philip R. Day, Jr. by revising its term to run from August 17, 1998 through June 30, 2002, and

FURTHER BE IT RESOLVED: That provisions of the employment agreement that are date-specific be revised, so as to reflect the new term of the agreement and to preserve the intent of the original agreement, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Trustee Lawrence Wong, Originator

Trustee Natalie Berg, Originator

Trustee Rodel Rodis, Originator

01/27/00 – F6 page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

G1-G9

DATE: January 27, 2000

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Academic Employees
Credit Program/Non-Credit Program
District Funded
City College of San Francisco
(Resolutions 000127-G1-G9)

BACKGROUND INFORMATION:

These resolutions cover district funded academic employees appointments and/or other related personnel transactions. Unless otherwise indicated in the resolution, appointments are classified as temporary. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Clara Starr, Originator

BOARD OF TRUSTEES

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RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester and department shown. Employment is contingent upon adequate class enrollment, possession of applicable minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time academic employees shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments for full-time academic employees shall be in accordance with the relevant provisions of the appropriate bargaining contracts and the City College of San Francisco Faculty Handbook.

FALL 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Division</u>
+ Chun, Doris	Forl Forein Languages	Credit
Moon, Spencer	Education & Training	Credit
+ O'Halloran, Patrick	Transitional Studies	NonCredit
+ Redfearn, Germaine	Foreign Languages	Credit
Roth, Robin	Health & P.E.	Credit
Tang, Gayle Kit-Lim	Contract Education	NonCredit
Wilson, Emily	Transitional Studies	NonCredit

G1 FALL 2000: 7

SPRING 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Division</u>
Carpenter, Janet Louis	Art	Credit
Carter, Kevan Leonard	Bus/Office Tech/Small Bus	NonCredit
Casper, Andrew Charles	Apprenticeship	Credit
Casper, Harris	English As a Second Language	NonCredit
+ Castro-Gonzalez, Gonza	Mathematics	Credit
Cavanaugh, D Joy	Older Adults	NonCredit
Cedillo, Arnulfo	Bus/Office Tech/Small Bus	NonCredit
Cepeda, Memphis Aureli	Engineering & Technology(Weld)	Credit
Cerwin, Stacey Ann	English	Credit
Chamberlain, Anne L	Gay/Lesbian & Bi-Sexual Stud.	Credit
Chamberlain, Anne L	Women's Studies	Credit
Chan, Frances C.	Consumer Education	NonCredit
Chan, Gilbert G	Trade Skills	NonCredit
Chang, Dorothy	Bus/Office Tech/Small Bus	Credit
Chang, Larry G.	Architecture	Credit
Chypyha, Elinor	Evening Division	Credit
Cinnater, Kathleen	Art	Credit
Clark, Leslie E	English As a Second Language	NonCredit
+ Clark, Robert M	Counseling	Credit
Cole, Josephine	Southeast Campus	Credit
Coles, Lynn M	Older Adults	NonCredit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Unrestricted

Collins, Henry J	Administration of Justice	Credit
Colonnese, Victor	Bus/Office Tech/Small Bus	Credit
Colvin, Gerald S	Bus/Office Tech/Small Bus	NonCredit
+ Common, Kurt	Engineering & Technology(Weld)	Credit
+ Conner, Constance May	Computer & Information Science	Credit
Connors, James Michael	Fire Science	Credit
Costello, Patricia A	English As a Second Language	NonCredit
Cousineau, Kathryn	Architecture	Credit
Cowan, Les A.	Graphic Communication	Credit
Cox, Carolyn L	English As a Second Language	NonCredit
Cummins, James E	English As a Second Language	NonCredit
Cunningham, James B	Phys Education & Dance	Credit
Curl, Diana E	Child Dev. & Family Studies	Credit
Curtis-Egan, Carla A	Disabled Stud Prog & Services	NonCredit
Cutten, Barbara M	Bus/Office Tech/Small Bus	Credit
Daddy, Kwaku	Music	Credit
Damato, Lawrence R.	Counseling	Credit
Dangelo, Jack E	Bus/Office Tech/Small Bus	Credit
Darck, Jeffrey L.	Mathematics	Credit
Dasilva, Jack P	Art	Credit
Datz, Alison M	English As a Second Language	NonCredit
Davis, Bob	Music	Credit
Dea, Donland	Radiologic & Imaging Technolgy	Credit
Dechant, Dorothy Eliza	Biological Sciences	Credit
DeGirolamo, Gerald I	Administration of Justice	Credit
DeGirolamo, Gerald I	Evening Division	Credit
Delgado, John F	English	Credit
DePieris, Marta S.	Foreign Languages	Credit
Derr, John A	English As a Second Language	NonCredit
Derrick, Jo A	Bus/Office Tech/Small Bus	Credit
Devereaux, Mary P	English As a Second Language	NonCredit
Devoto, Donald J	Hotel & Restaurant Operation	Credit
Diaz, Edward T	Phys Education & Dance	Credit
Dierauf, Verity	Art	Credit
Dill, Robert L	English As a Second Language	NonCredit
Dimitric, Radoslav M.	Mathematics	Credit
Dollar, Lisa M	English As a Second Language	NonCredit
Dominguez, Robert D	English As a Second Language	NonCredit
Donovan, Sharon	Child Dev. & Family Studies	Credit
Dove, Maggie Ecolia	Consumer Arts & Sciences	NonCredit
Drewes, Stephen R	Theater Arts	Credit
Du, Jeanette	Foreign Languages	Credit
+ Duggan, Bradley J	Phys Education & Dance	Credit
Dye, Dora J. L.	Bus/Office Tech/Small Bus	Credit
Edwardson, Lawrence H	English As a Second Language	NonCredit
Eggers-Williams, Delor	Child Dev. & Family Studies	Credit
Elkin, Michael C	Bus/Office Tech/Small Bus	NonCredit
Emery, Rae Ann	Trade Skills	NonCredit
Enciso, Franz J	Music	Credit
Endres, Rose M	Computer & Information Science	Credit
Escalante, Martin P	Trade Skills	NonCredit

Esherick, Lisa W	Older Adults	NonCredit
Espinosa, Maria	English As a Second Language	NonCredit
Esterman, Richard	Music	Credit
Evans, Sharron L	Art	Credit
Fajilan, Ann	Theater Arts	Credit
Fazackerley, James M	Health Care Technology	Credit
Fein, Judith T	Phys Education & Dance	Credit
Fellini-Tishler, Debor	Foreign Languages	Credit
Fenner, Jean	Trade Skills	NonCredit
+ Fenner, Richard C	Music	Credit
Fernandez, Germana	Foreign Languages	Credit
Fernandez, Olallo L	Architecture	Credit
Fernandez, Purba	Earth Sciences	Credit
Ferraz, Steven D	Phys Education & Dance	Credit
Fietz, Bruce D	Bus/Office Tech/Small Bus	Credit
Figliulo, Mary Catheri	Computer & Information Science	Credit
Fine, Brandon L	English As a Second Language	NonCredit
Finkelstein, Joey A	English As a Second Language	NonCredit
Finney, Edris	Bus/Office Tech/Small Bus	Credit
Firestone, Alan H.	Art	Credit
Fisher, Ian K.	Computer & Information Science	Credit
Fisher, Robert J	Apprenticeship	Credit
Fishman, Susan J.	Health Care Technology	Credit
Fitch, Keri A	Theater Arts	Credit
Fitzgerald, Carole	Disabled Stud Prog & Services	NonCredit
Fleming, Tod N	Music	Credit
Floyd, Gary Arthur	Biological Sciences	Credit
Fong, Bryant	Health Science	NonCredit
Fong, Edmond	Alemany Campus	NonCredit
Fuapopo, Sekio	Trade Skills	NonCredit
Fung, Allen Q	Computer & Information Science	Credit
Gaffney, Michael J.	Computer & Information Science	Credit
Gagliardi, Frank	Trade Skills	NonCredit
Gambini, Laura	Foreign Languages	Credit
Garcia De Nixon, Pat D	English As a Second Language	NonCredit
Gathegi, John N	Library Services	Credit
Gathegi, John N	Library Information Technology	Credit
Gee, Janet	Women's Studies	NonCredit
Gensler, Theresa M	Phys Education & Dance	Credit
George, Kathleen M	Older Adults	NonCredit
Giambattista, Louie M.	Computer & Information Science	Credit
Ginsberg, Elaine B	Art	Credit
Giuliani, Charmain J	Environmental Hort & Floristy	Credit
Giusto, Thomas L	Phys Education & Dance	Credit
Givens-Tolson, Cathryn	Consumer Education	NonCredit
Glass, Fred	Labor Studies	Credit
Glass, Meryl	Child Dev. & Family Studies	Credit
Glessner, Janet M.	Older Adults	NonCredit
Glick, Paul	Foreign Languages	Credit
Glosser, Frederick C	Phys Education & Dance	Credit
Gordon, Susan E	English As a Second Language	NonCredit

Goseco, Marcia Priscil	Bus/Office Tech/Small Bus	NonCredit
Gottlieb, Maurice	English As a Second Language	NonCredit
+ Graber, Mary R	Phys Education & Dance	Credit
Grady, Kenneth E	Engineering & Technology(Weld)	Credit
+ Grady, Margaret	Phys Education & Dance	Credit
Grayson, Richard B	Bus/Office Tech/Small Bus	Credit
+ Green, Jacquelyn W	Foreign Languages	Credit
Green, Melissa Margare	Computer & Information Science	Credit
Greggains, Raymond	Phys Education & Dance	Credit
Griffin, Bernice Y	Counseling	Credit
Griffin, Robert L	Phys Education & Dance	Credit
Griffiths, Robert D	English As a Second Language	NonCredit
Grimes, Paul G	English As a Second Language	Credit
Groshong, Paula F	Architecture	Credit
Gruenig, Thomas B.	Bus/Office Tech/Small Bus	Credit
+ Guichard, Margaret	Health Care Technology	Credit
Guion, Durand	Bus/Office Tech/Small Bus	Credit
Guthrie, Terry W	English As a Second Language	Credit
Gutierrez, William E	Trade Skills	NonCredit
Haeg, Frank C	Bus/Office Tech/Small Bus	Credit
Haeg, Frank C	Bus/Office Tech/Small Bus	NonCredit
+ Hagiwara, Tanako	Phys Education & Dance	Credit
Hall, Norman C	Architecture	Credit
+ Hall, Terrance N	Health Science	NonCredit
Hall, Thomas F	Dianostic Medical Imagining	Credit
Halpern, Irene	Older Adults	NonCredit
Hammer, Jennifer C	English As a Second Language	NonCredit
Hanada, Violet S	Computer & Information Science	Credit
Hanak, David	Bus/Office Tech/Small Bus	Credit
Hanson, Krista	Foreign Languages	Credit
Harding, John F	Photography	Credit
Harmon, Henry M	Aleman Campus	NonCredit
Harrison, Lisa M.	Behavioral Sciences	Credit
Hart, Rodney W	Labor Studies	Credit
Hasib, Shama T	English As a Second Language	NonCredit
Hauge, Scott Gordon	Bus/Office Tech/Small Bus	NonCredit
Hawthorne, Mark R	Administration of Justice	Credit
Hayes, Beverly L.	Library Services	Credit
+ Hayes, Daniel	Phys Education & Dance	Credit
Heffron, Jill Andrea	Study Abroad	Credit
Hellerstein, Nathaniel	Mathematics	Credit
Helmy, Anna-Lisa	English As a Second Language	NonCredit
+ Henning, Nancy	Nursing	Credit
Heredia, Isabel T	Foreign Languages	Credit
+ Hess, Darrel E	Earth Sciences	Credit
Hill, Roger W	Biological Sciences	Credit
Hiraguri, Akira	Foreign Languages	Credit
+ Hirose, Lynda M	Hotel & Restaurant Operation	Credit
+ Ho, Karen	Counseling	Credit
Ho, Margaret S	Foreign Languages	Credit
Hoenisch, Charles E	Administration of Justice	Credit

Hoffman, Camille S	English As a Second Language	NonCredit
Holder, Victoria L	English As a Second Language	NonCredit
Holmes, Alton J	Apprenticeship	NonCredit
Holsten, Matthew e	English As a Second Language	NonCredit
+ Hom, Calvin W	Biological Sciences	Credit
+ Hom, Grace	Counseling	Credit
Hom, Grace J	Dental Assisting	Credit
Hom, Melvin L	Mathematics	Credit
Hopkins, Aisjah B	Older Adults	NonCredit
Horowitz, Manly	Library Services	Credit
+ Hoskins, Shirley A	Biological Sciences	Credit
Howe, Genevieve	Health Science	NonCredit
Hsieh, Arthur B.	Health Care Technology	Credit
Hsu, Wei-Jane	English As a Second Language	Credit
Hu, Thomas	Mathematics	Credit
Hudspeth, Charles M	Music	Credit
Hughes, Jeanne M	Phys Education & Dance	Credit
Hughes, Patrick Magill	Chinatown/NB	NonCredit
Hurley, Kathleen M	Dianostic Medical Imaging	Credit
+ Huynh, Kim-Dung L	Southeast Campus	NonCredit
Ingersoll, Francis	Health Science	Credit
Itelson, Steven T	Mathematics	Credit
Jackson, Judith M	Consumer Arts & Sciences	Credit
Jackson, Judith M	Consumer Arts & Sciences	NonCredit
Jacobsen, Rodger	Art	Credit
Jeh, Wesley M.	Mathematics	Credit
+ Jew, Carl	Counseling	Credit
Johnson, Michael S	Foreign Languages	Credit
Johnson, Robert T	Physics	Credit
Johnson, Tracy L.	Child Dev. & Family Studies	Credit
Jones, John W	Computer & Information Science	Credit
Jones, Keith D.	Bus/Office Tech/Small Bus	Credit
Jones, Rod L.	Trade Skills	NonCredit
Jordan, Alfredo Jr	Foreign Languages	Credit
Jordan, Natividad	Foreign Languages	Credit
Joseph, Geraldine	Dental Assisting	Credit
Jue, Spencer	Architecture	Credit
Kadani, Terry T	Older Adults	NonCredit
Kailath, Priya Susan	English As a Second Language	NonCredit
+ Kan, Jimmy P	Mathematics	Credit
Kaneshiro, Dawn	Art	Credit
Kappra, Richard	English As a Second Language	NonCredit
Karapetyan, Lyudmila S	Mathematics	Credit
Karay, Dean Nicholas	English As a Second Language	NonCredit
+ Kaufmyn, Wendy S	Engineering & Technology(Weld)	Credit
Kearsley, Jeanne	English As a Second Language	NonCredit
Kelly-Brennan, Briahn	Health Care Technology	Credit
Kemp, Kurt A	Foreign Languages	Credit
Kerr, Kathleen A	English As a Second Language	Credit
Kilgariff, Martin	Administration of Justice	Credit
Kimball, Charles M	Engineering & Technology(Weld)	Credit

+ King, William C	Mathematics	Credit
Kiser, Stephen Stephen	Photography	Credit
Kline, Barbara LeBean	English As a Second Language	NonCredit
Knapp, Glenn	Bus/Office Tech/Small Bus	Credit
Knoop, Michelle Deya	English As a Second Language	NonCredit
Kobayashi, Tracey	Phys Education & Dance	Credit
Koehler, Frank H	Physics	Credit
Kolack, Stacy A.	Foreign Languages	Credit
Kolsom, Sandra	Dental Assisting	Credit
Kotler, Melinda A	English As a Second Language	NonCredit
Kox, Christopher J	Library Information Technology	Credit
Kwan, Dan Bingman	Foreign Languages	Credit
Kwok, Hon-Chung	Computer & Information Science	Credit
+ Laddin, Laurence	Interdisciplinary Studies	Credit
+ Lai, Elaine	Bus/Office Tech/Small Bus	NonCredit
+ Lallas, James M	Engineering & Technology(Weld)	Credit
Lamha, Carmen	Computer & Information Science	Credit
Landini, Louis F	Administration of Justice	Credit
Landini, Louis F	Bus/Office Tech/Small Bus	Credit
Lannon, Albert F	Labor Studies	Credit
+ Larin, Renato A	Mission Campus	Credit
Lashley, Lorelei P. Br	Bus/Office Tech/Small Bus	Credit
Lau, Shuk-Han	Bus/Office Tech/Small Bus	NonCredit
Laughlin, Neil T	Phys Education & Dance	Credit
+ Laughlin, Sean M	Phys Education & Dance	Credit
Laws, Alonzo C	Engineering & Technology(Weld)	Credit
Lawson, Alliene M	Career Dev & Placement Ctr	NonCredit
Lawson, Daniel L	Administration of Justice	Credit
Leatherman, Judith A	English As a Second Language	NonCredit
Ledford, Frances Conno	Consumer Education	NonCredit
Lee, Josephine C.	Consumer Education	NonCredit
Lee, Kent Y	Engineering & Technology(Weld)	Credit
Lee, Marie M	Child Dev. & Family Studies	Credit
Lee, Pamela Tau	Labor Studies	Credit
Legaspi, Erlinda Espir	English	Credit
Lemley, Jamiel H	Bus/Office Tech/Small Bus	Credit
+ Leung, Lorelei	Undeclared Department	Credit
Levy, Deborah Lynn	English As a Second Language	Credit
Levy, Jonathan M.	Mathematics	Credit
Lewis, Christa M	English As a Second Language	NonCredit
Lewis, John A	Health Care Technology	Credit
Lichtenstein, Walter M	Foreign Languages	Credit
Lieberman, Caroline	Older Adults	NonCredit
Liehe, Clifford J	Bus/Office Tech/Small Bus	Credit
Lien, Steven	English As a Second Language	NonCredit
Light, Ken	Photography	Credit
Light, Laura Susan S	Foreign Languages	Credit
+ Lim, James Horn	Library Services	Credit
+ Lim, James Horn	Library Information Technology	Credit
Lisker, David M	English As a Second Language	NonCredit
Liu, Hong	Older Adults	NonCredit

Liu, Ida	Older Adults	NonCredit
Liu, Jean C	Bus/Office Tech/Small Bus	NonCredit
Lohr, Janet L	Art	Credit
Lombardi, Susanna	Art	Credit
Long, Diane Pauline	Bus/Office Tech/Small Bus	NonCredit
Long, William Eugene	Health Science	Credit
Long, William Eugene	Fire Science	Credit
Lopez, Martha A	Older Adults	NonCredit
Lozano, Albert H	Foreign Languages	Credit
+ Luana, . .	Phys Education & Dance	Credit
+ Lucarelli, Adam J	Phys Education & Dance	Credit
+ Luey, Leon J	Mathematics	Credit
Lyau, Pamela W	Phys Education & Dance	Credit
Lym, Brian K.	Library Services	Credit
Mack, Beverly K	Consumer Education	NonCredit
Maestri, Robert L	Phys Education & Dance	Credit
Magid, Fay A	Older Adults	NonCredit
Malachowski, Michael	Biological Sciences	Credit
Malek-Madani, Firouz	Engineering & Technology(Weld)	Credit
Mallard, Ann	Biological Sciences	Credit
Mann, Wendy Alice	Photography	Credit
Mannon, Elaine I	Scholarship	Credit
Manzano, Joseph A	Phys Education & Dance	Credit
Mar, Warren	Labor Studies	Credit
March, Thomas	Bus/Office Tech/Small Bus	NonCredit
Marinas, Marina	Mathematics	Credit
Marks, Shirley M.	English As a Second Language	NonCredit
Marryatt, Arthur R	Apprenticeship	NonCredit
Marshall, Robert A	Bus/Office Tech/Small Bus	Credit
Martin, Hannah	Older Adults	NonCredit
Martinez, James P	Music	Credit
Martinez, Rose M	Bus/Office Tech/Small Bus	NonCredit
Martini, Diane Christi	Child Dev. & Family Studies	NonCredit
Massad, Lina	English As a Second Language	NonCredit
Mauleon-Santana, Rebec	Music	Credit
Mc Guire, John F	Phys Education & Dance	Credit
McCarthy, Charles J	Music	Credit
McDonagh, Jeff T	Bus/Office Tech/Small Bus	Credit
McDonald, Stephanie R	Library Services	Credit
McFadden, James L	Music	Credit
McKay, June Rumery	English As a Second Language	Credit
McKinney, Linda R.	Library Services	Credit
+ McKnight, Lindy L	Counseling	Credit
McNees, John A	Trade Skills	NonCredit
McRoskey, California	Environmental Hort & Floristy	Credit
McSweeney, Kathryn Mar	English As a Second Language	NonCredit
Meis, Vincent T	English As a Second Language	NonCredit
Melnick, Terri Renas	Health Care Technology	Credit
Merritt, Toney Wesley	Film Production	Credit
Mester, Toni A	Older Adults	NonCredit
+ Metzler, Charles	Computer & Information Science	Credit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Unrestricted

+ Meunier-Fiebelkorn, Mu	John Adams Campus	Credit
Mickelson, Linda Ann	Child Dev. & Family Studies	NonCredit
Middleton, Dennis D	Bus/Office Tech/Small Bus	Credit
Mijatovic, Katarina	English As a Second Language	Credit
Millard, Bailey S	Trade Skills	NonCredit
Miller, David J	Bus/Office Tech/Small Bus	NonCredit
Miller, Donald M	Consumer Arts & Sciences	NonCredit
Miller, H. Brown	English	Credit
Minkus, Paula K	Child Dev. & Family Studies	NonCredit
+ Mireles, Enrique	Interdisciplinary Studies	Credit
Mlodzik, David M	Engineering & Technology(Weld)	Credit
Mo, Sigismund	Bus/Office Tech/Small Bus	NonCredit
Mo, Sigismund	English As a Second Language	NonCredit
Mockus, Martha S	Gay/Lesbian & Bi-Sexual Stud.	Credit
Moghtanei, Abbas	Computer & Information Science	Credit
Mollica, Robin	English As a Second Language	Credit
+ Money-Collins, Holly J	Environmental Hort & Floristy	Credit
+ Moody, Cindy L	Mathematics	Credit
Morabito, Salvatore	Foreign Languages	Credit
Morel, Renee C	Foreign Languages	Credit
Mori, Aki	Foreign Languages	Credit
Mori, Dennis J	Bus/Office Tech/Small Bus	Credit
Mueller, Gerald A	Music	Credit
Mulholland, Patrice	Foreign Student Advising	Credit
Muller-Moseley, Claire	Consumer Arts & Sciences	Credit
Muradas-Casas, Maria F	Foreign Languages	Credit
Murphy, Deborah S	English As a Second Language	NonCredit
Murphy, Harriet G.	Health Care Technology	Credit
Nakatani, Sharon S	Engineering & Technology(Weld)	Credit
Navarro, Francoise J	Foreign Languages	Credit
Nelson, Claude Griffin	Bus/Office Tech/Small Bus	NonCredit
Nelson, Karin Christin	Career Dev & Placement Ctr	Credit
Nelson, Marilyn	English As a Second Language	NonCredit
Nelson, Robert Charles	English As a Second Language	Credit
Neranchi, George A	Bus/Office Tech/Small Bus	Credit
Ng, Joel K	Physics	Credit
Ng, Marina K	Consumer Education	NonCredit
Ng, May	Career Dev & Placement Ctr	Credit
Ngo, Tai H	Computer & Information Science	Credit
Nguyen, Minh H	Alemany Campus	NonCredit
Nichols, Russell	English As a Second Language	Credit
Nicholson, Joseph W	English As a Second Language	NonCredit
Nicholson, Sachiko Yam	Foreign Languages	Credit
Nielsen, Leif	English As a Second Language	Credit
Niemi, Gunnar W	Computer & Information Science	Credit
Nogara, Benito	Foreign Languages	Credit
Nowicki, Paul	Architecture	Credit
Nuttall, Allan P.	Bus/Office Tech/Small Bus	Credit
O'Shaughnessy, Patrick	Bus/Office Tech/Small Bus	Credit
+ Obenchain, Cynthia	Counseling	Credit
Ochoa, Michele M	Nursing	Credit

Oconnell, Daniel J	English As a Second Language	NonCredit
Octavio, Arthur	Phys Education & Dance	Credit
Ohy, Jorge	Bus/Office Tech/Small Bus	Credit
Olmsted, Daniel Barnet	Film Production	Credit
Omori, Emiko Christine	Film Production	Credit
Orbeck, Tanja	English As a Second Language	Credit
Osada, Luba	English As a Second Language	Credit
+ Osborne, Elliott Claud	Counseling	Credit
Osterkamp, Margaret	Consumer Arts & Sciences	Credit
Ousdahl, Tracy A	English As a Second Language	NonCredit
+ Owens, Rhonella C	Learning Assistance	Credit
Owyang, Gregory K	Fire Science	Credit
Oyarzo III, Edwin Mart	Bus/Office Tech/Small Bus	Credit
+ Padua, Joseph H	Counseling	Credit
Paez, Ricardo	Trade Skills	NonCredit
Pahl, Leslie A	Foreign Languages	Credit
+ Palacio, Mitchell T	Phys Education & Dance	Credit
Pang, Wilma C	Music	Credit
Papini, Rita	English As a Second Language	NonCredit
Parodi, Michael E	Phys Education & Dance	Credit
Parsley, Clifford M.	Trade Skills	NonCredit
Payton, Jeannette H	English As a Second Language	NonCredit
Pearson, Sharon S	Art	Credit
Pegues, Michael Linwoo	Engineering & Technology(Weld)	Credit
Peirce, Katrina	English As a Second Language	Credit
Peirce, Pamela K	Environmental Hort & Floristy	Credit
Pelmas, Sarah H.	English	Credit
Peltz, Robert	Bus/Office Tech/Small Bus	Credit
Pengra, John R	Graphic Communication	NonCredit
Persiko, Craig A	Computer & Information Science	Credit
Phillips, Peggie	Biological Sciences	Credit
Picheny, Jacob Joel	English As a Second Language	NonCredit
Pierce, Alicia	Phys Education & Dance	Credit
Pinna, Kathryn	Biological Sciences	Credit
+ Piontkowski, Dennis	Mathematics	Credit
+ Pirolt, Erwin	Evening Division	Credit
Platford, Olivia	English As a Second Language	NonCredit
Pogge, Crima	Biological Sciences	Credit
Pollack, Bary W.	Computer & Information Science	Credit
Pollack, Kimberly Ann	Computer & Information Science	Credit
Pon, Anderson W	Radiologic & Imaging Technolgy	Credit
Prado, Mathilde A	Health Care Technology	Credit
Preza, Balmore A	English As a Second Language	NonCredit
Prince, Kuniko Ito	Foreign Languages	Credit
Propst, Patrick	Astronomy	Credit
Proulx, Gregory Allen	English As a Second Language	Credit
Quan, Katherine T.	Labor Studies	Credit
Quan, Katherine T.	Labor Studies	NonCredit
Quan, Lisa Ling	Child Dev. & Family Studies	Credit
Quigley, Robert E	Bus/Office Tech/Small Bus	Credit
Raber, Melissa Ana	English As a Second Language	NonCredit

Rahman, David	Computer & Information Science	Credit
Rains, Neil G	Architecture	Credit
Raju, Paul Ananda	Biological Sciences	Credit
+ Raju, Solomon N	Biological Sciences	Credit
+ Rappleyea, Annette	Physics	Credit
Raskin, Steven M	Photography	Credit
Rauchwerger, Deborah B	Bus/Office Tech/Small Bus	Credit
Rautenstrauch, Marcia	English As a Second Language	NonCredit
Rayzberg, Larisa	English As a Second Language	NonCredit
Reinhard, Geoffrey G	English As a Second Language	Credit
Ren, Ming	Art	Credit
Reppun, Diane J	Phys Education & Dance	Credit
Reppun, Susan M	Phys Education & Dance	Credit
Restivo, Douglas	Art	Credit
Resus, Araceli	Phillipine Studies	Credit
Revlock, Theodore F.J.	Architecture	Credit
Reyes, Sonia M	Bus/Office Tech/Small Bus	NonCredit
Richman, Beth A	Gay/Lesbian & Bi-Sexual Stud.	Credit
+ Rico, Stephen M	Child Dev. & Family Studies	Credit
Riordan, Richard F	Health Care Technology	Credit
Rivera, Teresa C	English As a Second Language	NonCredit
Rivkin, Irina J.	Learning Assistance	Credit
Rizzo, Severin V	Trade Skills	NonCredit
Roake, Anne Marie	Phys Education & Dance	Credit
Robbins, Jan S.	Older Adults	NonCredit
Rockwell, John Steven	Phys Education & Dance	Credit
Rodriguez-Rivera, Mari	Foreign Languages	Credit
Romaine, Dianne L	Older Adults	NonCredit
Romano, Lisa Cheng	Counseling	Credit
Rosen, Gertrude	Child Dev. & Family Studies	Credit
Rosenthal, Alice R	English As a Second Language	NonCredit
+ Rosenthal, Nadine	Learning Assistance	Credit
Roth, Elliot	English As a Second Language	NonCredit
Rowe, Peter C	Physics	Credit
Ruane, Susan H	Child Dev. & Family Studies	Credit
Rubin, Stephen R	Computer & Information Science	Credit
+ Rush, George M	Phys Education & Dance	Credit
Rustigan, Hiromi	Foreign Languages	Credit
Ruud, Cornelia P	Foreign Languages	Credit
Ryan, Lawrence M	Administration of Justice	Credit
+ Sabolboro, Jessica U	Behavioral Sciences	Credit
+ Saginor, Karen	Library Information Technology	Credit
Sakai, Yayoi A	Environmental Hort & Florist	Credit
Sanford, Curt Neal	English As a Second Language	NonCredit
+ Saniee, Fariborz F	Engineering & Technology(Weld)	Credit
Scanlan, Sonia S	Consumer Education	NonCredit
Schembri, Peter Joseph	Fire Science	Credit
Schug, Matthew	Trade Skills	NonCredit
Schuricht, Robert N	English As a Second Language	NonCredit
Schwartz, Andrea	Photography	Credit
See, Diane T	Older Adults	NonCredit

Selleck, Denise F	English As a Second Language	NonCredit
Settles, Michal F	Bus/Office Tech/Small Bus	NonCredit
Setzler, Fred B.	Environmental Hort & Floristry	Credit
Shahani, Michael	Music	Credit
Shannon, Michael J	Film Production	Credit
Shannon, Michael J	Computer & Information Science	Credit
Shaw, Alan M	Phys Education & Dance	Credit
Shaw, Deborah A	Theater Arts	Credit
Shore, Elisa	English As a Second Language	NonCredit
Shore, Norman B	Health Care Technology	Credit
Silver, Dale L.	English As a Second Language	NonCredit
Silver, Elizabeth	English As a Second Language	NonCredit
Skinner, James	Fire Science	Credit
Sladkus, John D.	Labor Studies	Credit
Smernes, Anastasia	Health Care Technology	Credit
Smith, Terrill C	Biological Sciences	Credit
Spalding, Kirsten S.	Labor Studies	Credit
Spano, Giorgio	Foreign Languages	Credit
+ Sparks, Jack D.	Counseling	Credit
+ Sparks, Jack D.	Learning Assistance	Credit
+ Spears, Deanne K	English	Credit
Spragens, Gillian A	Photography	Credit
+ Srouji, Ghassan	Mathematics	Credit
+ Staff, Coni D	Phys Education & Dance	Credit
Stanford, Darryl L	Astronomy	Credit
Stanley, Helen	Art	Credit
Starbird, Ellen M.	Labor Studies	Credit
Stein, Ron R.	English As a Second Language	Credit
Stering, Edward L	Foreign Languages	Credit
+ Stewart, Debra M	Counseling	Credit
Stewart, Elizabeth W	Learning Assistance	Credit
Stoner, Marlene L	Bus/Office Tech/Small Bus	Credit
Stoops, Barbara J.	English As a Second Language	NonCredit
Streckfuss, Jeanne W	Phys Education & Dance	Credit
Stuart, John	Computer & Information Science	Credit
Sullivan, Janice Marie	Consumer Arts & Sciences	NonCredit
+ Summers, Kathryn J	Nursing	Credit
Suttle, Peter F	English As a Second Language	Credit
Swartz, Thomas J	Mathematics	Credit
Szajko, Lidia	Film Production	Credit
+ Szombathy, Agnes L	Library Services	Credit
Sztundel, Ksiel Wolf	Labor Studies	Credit
Tabarsi, Sebastian M	Bus/Office Tech/Small Bus	Credit
Taha, Darian R.	Computer & Information Science	Credit
Takamatsu, Nobuko	Foreign Languages	Credit
+ Tam, Mo-Shuet	English As a Second Language	Credit
+ Tan, Bie H	Mathematics	Credit
+ Tang, Paul S	Mathematics	Credit
Tartak, Marvin H	Music	Credit
+ Taylor, Joyce T	English	Credit
Tchikovani, Georges	Foreign Languages	Credit

	Tenge, Marijke	English As a Second Language	Credit
+	Teti, Frederick Anthon	Mathematics	Credit
	Thaggert, Henry Laymel	Mathematics	Credit
+	Thiry, Pierre S	Computer & Information Science	Credit
	Thomas, William Albert	Interdisciplinary Studies	Credit
	Thompson, Gene	English As a Second Language	NonCredit
+	Thompson, Sarah	Counseling	Credit
	Thorn, Joe W	Interdisciplinary Studies	Credit
	Tocchini, Ronald J	Foreign Languages	Credit
	Toney, Anita K	Art	Credit
	Torres, Edgar L	Art	Credit
+	Toruno, Javier	Foreign Languages	Credit
	Townsell, Frank V	Music	Credit
	Trasvina, Nicky R	Learning Assistance	Credit
	Trego, Roland P	English As a Second Language	NonCredit
	Trinh Jr., Dinh X	Computer & Information Science	Credit
	Trinh, Dinh X	Computer & Information Science	Credit
	Triplett, Samuel	English As a Second Language	NonCredit
	Truell, Jeffrey Scott	Mathematics	Credit
+	Tse, Annie	Health Science	Credit
	Tsui, Stephen	Bus/Office Tech/Small Bus	Credit
	Turner, Holman	Photography	Credit
	Tyau, Gaylore C	Bus/Office Tech/Small Bus	Credit
	Uchima-Decena, Akemi	Foreign Languages	Credit
	Udell, Simon M	Architecture	Credit
	Ullrich, Laurel A	Health Care Technology	Credit
	Unterseher, Chris	Art	Credit
+	Valentine, Alexander M	Library Services	Credit
	Valentine, Kenneth R	Film Production	Credit
	Van Hasselt, Jade G	Child Dev. & Family Studies	Credit
	Van Stavern, Paul D	English As a Second Language	NonCredit
	Vanoncini, John C.	Phys Education & Dance	Credit
	Vasquez, Eugenia	Biological Sciences	Credit
+	Vasquez, Miguel A	Foreign Languages	Credit
	Vaughn, Leslie A	English As a Second Language	NonCredit
+	Vayngortin, Lev D	Mathematics	Credit
	Ventura, John L	English As a Second Language	Credit
	Viggiano, Elizabeth Mo	Graphic Communication	Credit
	Viggiano, Elizabeth Mo	Graphic Communication	NonCredit
	Villazana-Price, Norma	Child Dev. & Family Studies	NonCredit
	Villazana-Ruiz, Maria	Child Dev. & Family Studies	NonCredit
	Villela, Valorie L	Consumer Education	NonCredit
	Viramontes, Xavier	Art	Credit
	Viray, Edmund G	Computer & Information Science	Credit
+	Vitorelo, Joan C	Counseling	Credit
	Wagner, Lisa A	English As a Second Language	NonCredit
	Wallace, Susan Ann	English As a Second Language	NonCredit
	Wallis, Diane K	English As a Second Language	NonCredit
+	Walsh, Edward T	Mathematics	Credit
	Wang, Jean F	Foreign Languages	Credit
+	Wang, Tien R	Foreign Languages	Credit

Watson, Valerie M	Phys Education & Dance	Credit
Webster, Carlos	Counseling	Credit
Weinberg, Gary L	English As a Second Language	Credit
Weinstein, Robert J	Apprenticeship	NonCredit
Weinstock, Gloria M	Theater Arts	Credit
Weldon, Aubrey W	Bus/Office Tech/Small Bus	Credit
Wells, Beverly Gertrud	Health Science	NonCredit
Wesley, Jacqueline	Phys Education & Dance	Credit
Westerfield, Elizabeth	English As a Second Language	Credit
Weston, Gary Steven	Physics	Credit
Weston, Jeffrey J	Photography	Credit
+ Wetzel, Cherie L	Biological Sciences	Credit
White, Eva G	Child Dev. & Family Studies	NonCredit
+ White, Kathleen C	Labor Studies	Credit
White, Raymond R	Biological Sciences	Credit
+ Whitlatch, Norman	Physics	Credit
Wiebe, Tobey M	English As a Second Language	Credit
Wiese, Katryn P.	Earth Sciences	Credit
Wiley, Helen L	Library Services	Credit
Wilk, John R	Theater Arts	Credit
Williams, Lillian	Bus/Office Tech/Small Bus	Credit
Williams, Rufus L	Bus/Office Tech/Small Bus	NonCredit
Wilner, Lorraine	Consumer Arts & Sciences	Credit
Winter, Virginia S	Consumer Arts & Sciences	Credit
Winter, Virginia S	Consumer Arts & Sciences	NonCredit
Wisnieski, Carol J	English As a Second Language	NonCredit
+ Witmeyer, Ronald H	Phys Education & Dance	Credit
Womack, Christopher	English As a Second Language	Credit
Wong, Doc-Fai	Health Science	NonCredit
Wong, Jane S	Computer & Information Science	Credit
Wong, Oscar	Computer & Information Science	Credit
+ Wong, Paul	Counseling	Credit
Wong, Wen Yee C	Foreign Languages	Credit
Woods, William Joseph	Gay/Lesbian & Bi-Sexual Stud.	Credit
Wright, Etsuko T	Foreign Languages	Credit
Wu, Jing	Foreign Languages	Credit
Wynne, Patricia	Labor Studies	Credit
Wynne, Patricia	Music	Credit
Yagle-Snead, Lynn	Child Dev. & Family Studies	NonCredit
Yamashiro, Lisa	Consumer Education	NonCredit
Yan, Aimee Y	Consumer Education	NonCredit
Yan, Pin	Computer & Information Science	Credit
Ye, Gordon H.	Earth Sciences	Credit
Yin, Dominic David	Administration of Justice	Credit
Yip, Hans C	Computer & Information Science	Credit
Young, Annie M	Library Services	Credit
Yu, Howard K	Counseling	Credit
Yu, Tien S	Foreign Languages	Credit
Zahedi, Shaye Z	Biological Sciences	Credit
Zanze, Joyce M	English As a Second Language	NonCredit
Zelaya, Manuel	Bus/Office Tech/Small Bus	Credit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Unrestricted

Zemser, Amy Bronwen	English As a Second Language	NonCredit
Zindel, Laura Jean	Art	Credit
Zolezzi, Charlotte Lor	Trade Skills	NonCredit

G1 Spring 2000: 636

Total for G1: 643

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester, department and restricted program shown. Employment is contingent upon funds available in the applicable restricted program. Employment is contingent upon adequate class enrollment, possession of applicable minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time academic employees shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments for full-time academic employees shall be in accordance with the relevant provisions of the appropriate bargaining contracts and the City College of San Francisco Faculty Handbook.

SPRING 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Grant</u>	<u>Division</u>
+ Batchelor, Karen L	Matriculation	Matriculation - Credit 99-00	Credit
+ Bell, Loren	Matriculation	Matriculation - Credit 99-00	Credit
Brady, Joyce	Matriculation	Matriculation - Credit 99-00	Credit
+ Brent, Elizabeth	Counseling	Matriculation - Credit 99-00	Credit
+ Brown, Brenda M	Counseling	Matriculation - Credit 99-00	Credit
+ Brown, Eleanor R	Matriculation	Matriculation - Credit 99-00	Credit
+ Cheng, Eva Yuen-Wan	Counseling	Matriculation - Credit 99-00	Credit
+ Chin, Jessie C	Counseling	Matriculation - Credit 99-00	Credit
Chuck, Terence Albert	Disabled Stud Prog & Services	DSPS - Excess Cost 99-00	Credit
Damato, Lawrence R.	Counseling	Matriculation - Credit 99-00	Credit
Delacorte, Erika C	Learning Assistance	Matriculation - Credit 99-00	Credit
Duffy, Kathleen Susan	Disabled Stud Prog & Services	DSPS - Excess Cost 99-00	Credit
+ Evans, Susan	Matriculation	Matriculation - Credit 99-00	Credit
+ Fong, Raymond	Extended Oppo Prog & Services	EOPS - 99-00	Credit
+ Fregly, Carol A	Matriculation	Matriculation - Credit 99-00	Credit
+ Goodyear, William J	Matriculation	Matriculation - Credit 99-00	Credit
Griffin, Bernice Y	Extended Oppo Prog & Services	EOPS 98-99	Credit
Guiuan, Antonio S	Extended Oppo Prog & Services	EOPS - 99-00	Credit
+ Ho, Karen	Counseling	Matriculation - Credit 99-00	Credit
Jenkins, Alvin	Extended Oppo Prog & Services	EOPS - 99-00	Credit
+ Keech, Gregory	Matriculation	Matriculation - NC 99-00	NonCredit
+ Kwan, Marion	Extended Oppo Prog & Services	EOPS - 99-00	Credit
+ Labrie, Portia S	Extended Oppo Prog & Services	EOPS 98-99	Credit
+ Labrie, Portia S	Extended Oppo Prog & Services	EOPS/CARE - 99-00	Credit
Legaspi, Erlinda Espiritu	Matriculation	Matriculation - Credit 99-00	Credit
Levy, Deborah Lynn	Learning Assistance	Matriculation - Credit 99-00	Credit
Loo, Josephine S	Matriculation	Matriculation - Credit 99-00	Credit
Michelucci, Mabel L	Extended Oppo Prog & Services	EOPS - 99-00	Credit
+ Moriwaki, Kathleen M	Matriculation	Matriculation - Credit 99-00	Credit
+ O'Hare, Melanie B	English As a Second Language	Matriculation - Credit 99-00	Credit
Orzech, David	Disabled Stud Prog & Services	DSPS - Excess Cost 99-00	Credit
+ Owens, Joyce	Extended Oppo Prog & Services	EOPS - 99-00	Credit
+ Owens, Rhonella C	Counseling	Matriculation - Credit 99-00	Credit
+ Owens, Rhonella C	Matriculation	Matriculation - Credit 99-00	Credit
+ Padua, Joseph H	Counseling	Matriculation - Credit 99-00	Credit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Restricted

	Parenteau, Muriel L	Disabled Stud Prog & Services	DSPS - Excess Cost 99-00	Credit
	Perry, John Hampton	Matriculation	Matriculation - Credit 99-00	Credit
+	Phillips, Catherine	English As a Second Language	Matriculation - Credit 99-00	Credit
+	Phillips, Catherine	Matriculation	Matriculation - Credit 99-00	Credit
+	Randolph, Alvin C	Counseling	Matriculation - Credit 99-00	Credit
+	Roberts, Laurie	English As a Second Language	Matriculation - Credit 99-00	Credit
	Romano, Lisa Cheng	Counseling	Matriculation - Credit 99-00	Credit
+	Spears, Deanne K	Matriculation	Matriculation - Credit 99-00	Credit
+	Ta, Hoa M	Extended Oppo Prog & Services	EOPS - 99-00	Credit
+	Tam, Mo-Shuet	English As a Second Language	Matriculation - Credit 99-00	Credit
+	Tang-Quan, Ethel I	Matriculation	Matriculation - Credit 99-00	Credit
+	Tragardh, Thomas	English As a Second Language	Matriculation - Credit 99-00	Credit
+	Webb, Rachel	Matriculation	Matriculation - Credit 99-00	Credit
	Webster, Carlos	Counseling	Matriculation - Credit 99-00	Credit
+	Wilson, Joan	Matriculation	Matriculation - Credit 99-00	Credit
+	Zanetto, Janet S	English As a Second Language	Matriculation - Credit 99-00	Credit
	Zimmerman, Susan Louise	Matriculation	Matriculation - Credit 99-00	Credit

G2 Spring 2000: 52

Total for G2: 52

Total Records: 695

000127-G3

Full-Time
First Year
Contract

RESOLVED: That on the effective dates indicated, the following named academic employees be appointed as full-time faculty. Appointment shall be contingent upon verification of satisfactory physical examination, a tuberculosis clearance, and completion of appropriate District documents. Salary shall be in accordance with the current salary schedule (Contract and Regular faculty):

<u>NAME</u>	<u>DEPARTMENT/CAMPUS</u>	<u>STATUS</u>	<u>REPLACEMENT FOR</u>	<u>EFFECTIVE DATES</u>
HECTOR, Gina	Business English & Microcomputer / Business / Office Technology & Small Business / Phelan / DNT / JAD	First Year Contract	Patricia Turay U-7421-1120-0500-C300 FF9702	01/31/00

68

000127-G4

Full-Time
Temporary

RESOLVED: That on the effective dates indicated, the following named academic employees be appointed as full-time temporary (long-term substitute) faculty. Appointment shall be contingent upon verification of satisfactory physical examination, a tuberculosis clearance, and completion of appropriate District documents. Salary shall be in accordance with the current salary schedule.

<u>NAME</u>	<u>DEPARTMENT/CAMPUS</u>	<u>STATUS</u>	<u>REPLACEMENT FOR</u>	<u>EFFECTIVE DATES</u>
ATKINSON, NATHAN	Graphic Communications / Phelan / Mission	Full-Time Temporary (Long-Term Substitute)	Suzanne Korey U-5120-1129-6010-C FS9999	01/14/00 - 05/26/00
		Full-Time Temporary (Long-Term Substitute)	Suzanne Korey U-5120-1129-6010-C FS9999	08/16/00 - 12/22/00

G1 to G9

01/27/00

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CHARLES, OUIDA	Library Services / Phelan	Full-Time Temporary (Long-Term Substitute)	Patricia Smith U-5120-11129-6010-C FS9999	01/14/00 - 05/26/00
FREDERICKS, DIANE L.	Transitional Studies / 31 Gough Street	Full-Time Temporary (Long-Term Substitute)	Sharon Crater U-5120-11129-6010-C FS9999	01/14/00 - 05/26/00
HOWITT, VICTORIA	Speech/English / Phelan	Full-Time Temporary (Long-Term Substitute)	Cynthia Dewar U-5120-11129-6010-C FS9999	01/14/00 - 5/26/00
		Full-Time Temporary (Long-Term Substitute)	Cynthia Dewar U-5120-11129-6010-C FS9999	08/16/00 - 12/22/00

000127-G5

Demise

RESOLVED: That effective date shown, the demise of the following named academic personnel be noted for the purpose of record clearance:

<u>NAME</u>	<u>DEPARTMENT/CAMPUS</u>	<u>EFFECTIVE DATES</u>
LICHTENSTEIN, WALTER M.	FOREIGN LANGUAGES / CASTRO / VALENCIA	01/08/00

000127-G6
Leave Of
Absence

RESOLVED: That for the effective dates shown the following named academic personnel to be granted leave of absence:

<u>NAME</u>	<u>DEPARTMENT/CAMPUS</u>	<u>CONTRACT SECTION</u>	<u>EFFECTIVE DATES</u>
DREW, GLENDA	IDST-MULTIMEDIA / PHELAN	17.P 60%	01/14/00 - 05/26/00

000127-G7
Reduced Workload
Pre-Retirement
Reduction

RESOLVED: That the Academic Year indicated the following academic personnel be granted Reduced Workload - Pre-Retirement Reduction status at City College of San Francisco, subject to receipt of approval from the State Teachers' Retirement System, as follows:

<u>NAME</u>	<u>DEPARTMENT/CAMPUS</u>	<u>TERMS OF DUTY</u>	<u>EFFECTIVE DATES</u>
COTTER, DORENE	DSP&S / PHELAN	Work 50% every Fall, and 0% every Spring	Fall 2000 - Spring 2002

000127-G8

**Amendment
to Resolution**

RESOLVED: That Resolutions 990729-G13, 991118-G5, 991216-G5, Department Chairperson Stipends 1999 - 2000 be amended to provide revised stipend amounts and steps, as appropriate, for the following named supervisors effective Spring semester 2000 and pro-rated to days served.

<u>NAME</u>	<u>DEPARTMENT</u>	<u>STIPENDS</u>	<u>STEPS</u>
ALIOTO, DARLENE	SOCIAL SCIENCES	8,710.00	6
ARMSTRONG, JAMES	CHEMISTRY	5,924.00	3
BEDECARRAX, EDMUND	BIOLOGICAL SCIENCES	6,968.00	6
CATE, DONALD	THEATRE ARTS	3,546.00	6
CLARK, SUNNY	STUDENT HEALTH SERVICES	5,226.00	6
COTTER, DORENE	DISABLED STUDENTS PROGRAMS & SERVICES	6,968.00	6
DAWYDIK, CECILE	NURSING	6,968.00	6
DIAZ, JORGE	AERONAUTICS	3,484.00	1
DUGGAN, JAMES BRADLEY	PHYSICAL EDUCATION & DANCE	8,710.00	6
EBEN, JUDITH	CONSUMER ARTS & SCIENCES	1,743.00	1
ENDRES, ROSE	COMPUTER & INFORMATION SCIENCES	6,970.00	1
ESTUPINIAN, JOSEPH	AUTOWELDING/TRADE SKILLS	6,968.00	6
FA, ANGELINA	ASIAN-AMERICAN STUDIES	3,546.00	6
FEW, JOHN	LIBRARY INFORMATION TECHNOLOGY	3,546.00	6
FONG, MAY	CONSUMER EDUCATION	5,226.00	6
GREEN, JACQUELYN	FOREIGN LANGUAGES	8,710.00	6
GREENE, PHILIP	FILM PRODUCTION	2,091.00	2
GUICHARD, MARGARET	HEALTH CARE TECHNOLOGY	6,968.00	6
HALL, TERRANCE	HEALTH SCIENCE	5,226.00	6
HAMILTON, EDWARD	HOTEL & RESTAURANT/ HOSPITALITY	5,226.00	6
HATCHER, HENRY	BUSINESS	8,362.00	5
HESS, DARREL	EARTH SCIENCES	3,198.00	5

G3 to G9

01/27/00

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Amendment
to Resolution

HOENISCH, CHARLES	ADMINISTRATION OF JUSTICE/FIRE SCIENCE	4,529.00	4
HOLBERT, RAYMOND	ART	6,272.00	4
HULBERT, MICHAEL	ENGLISH	7,665.00	3
JABBAR, ABDUL	INTERDISCIPLINARY STUDIES	3,198.00	5
JENKINS, ALVIN	EXTENDED OPPORTUNITY PROGRAMS & SERVICES	3,834.00	2
KOREY, SUZANNE	JOURNALISM	3,546.00	6
LAMATTERY, MARY	WOMEN'S STUDIES	2,091.00	2
LAWSON, ALLIENE	CAREER DEVEL & PLACEMENT CENTER	3,546.00	6
LEBER, LORRAINE	GRAPHIC COMMUNICATION	3,834.00	2
LEECH, MARLA	GAY, LESBIAN & BISEXUAL STUDIES	1,743.00	1
LEONG, WINNIE	ASIAN STUDIES	2,850.00	4
LUM, JERRY	ARCHITECTURE	1,743.00	1
MASSI, WOOD	OLDER ADULTS	4,529.00	4
McALLISTER, KEITH	MATHEMATICS	8,710.00	6
McATEER, ROBERT	PHOTOGRAPHY	3,484.00	1
MONEY-COLLINS, HOLLY	ENVIRONMENTAL HORTICULTURE & FLORISTRY	3,546.00	6
MUELLER, MADELINE	MUSIC	6,968.00	6
NANCE, GLENN	AFRICAN-AMERICAN STUDIES	3,546.00	6
NELSON, ANNA	DENTAL ASSISTING	3,546.00	6
ORTEZ, DONALD	LATIN-AMERICAN STUDIES	3,546.00	6
PAZ, LEO	PHILIPPINE STUDIES	3,546.00	6
PODENSKI, FRANCINE	BROADCAST ELECTRONIC MEDIA ARTS	3,546.00	6
POTTER, STEVEN	DENTAL LAB TECHNOLOGY	3,546.00	6
RANDOLPH, ALVIN	COUNSELING	8,710.00	6

000127-G8

(Cont.)

**Amendment
to Resolution**

RICO, STEPHEN	CHILD DEVELOPMENT & FAMILY STUDIES	6,968.00	6
ROSENTHAL, NADINE	LEARNING ASSISTANCE	3,546.00	6
SANIEE, FARIBORZ	ENGINEERING & TECHNOLOGY	6,968.00	6
SCHULTZ, GABRIELLA	TRANSITIONAL STUDIES	5,575.00	2
SEYMOUR, SHARON	ENGLISH AS SECOND LANGUAGE	8,538.00	3
SHARDLOW, GEORGE	BEHAVIORAL SCIENCES	5,924.00	3
SHIELDS, BILL	LABOR STUDIES	2,850.00	4
SILVA, MANUEL	VOCATIONAL NURSING	5,227.00	1
STANFORD, DARRYL	ASTRONOMY	3,546.00	6
YEE, DAVID	PHYSICS	3,834.00	2
YIM, LESLIE	RADIOLOGIC & IMAGING TECHNOLOGIES	3,546.00	6

**000127-G9
Amendment
to Resolution**

RESOLVED: That resolution 991216-G7, Academic Employees Temporary Tenure Review Assignments for the period August 23, 1999 to December 22, 1999, be amended in part to show the following:

<u>NAME</u>	<u>CHANGE HOURS</u>	<u>TO: (December)</u>	<u>ADD</u>
	<u>FROM (August)</u>		
Armstrong, James	18	9	
Brinson, Rosemary	8	9	
Bozin, Patricia	18	0	
DeGroot, Peter	18	35	
Few, John	71	79	
Fowler, Janet	18	9	

Amendment
to Resolution

Gibson, Kirk	18	27	
Hale, Cecil	9	18	
Hendrickson, Dennis	35	36	
Heredia, Maria	9	62	
Johnson, Dennis	27	18	
Khan, Shela	63	36	
Kitchen, Deborah	17	26	
Korey, Suzanne	34	44	
Levinson, Stephen	44	26	
Mauzey, Karl	18	27	
Mireles, Enrique	18	27	
Osborne, Marie	18	27	
Pasquini, Phil	27	36	18
Roth, Robin	18	17	
Ryder, Margaret	18	9	
Saginer, Karen	36	44	
Schlesinger, Sandra	18	26	
Shelby, Ruth	9	17	
Shoaf, William	18	34	
Silva, Manuel	36	45	
Simon, Leslie	18	36	
Simpson, Glen	9	18	
Slaughter, Randi	18	9	
Small, William	18	9	
Songco, Warlita	18	27	
Szombathy, Agenes	18	34	

000127-G9 (Cont.)

**Amendment
to Resolution**

Ta, Minh-Hoa	17	9
Torres, Chita	26	35
Valentine, Alexander	36	53
Walsh, Laura	9	17
Webb, Rachal	26	35
Whitlatch, Norman	17	35



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

H1-H2

DATE: January 27, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
Subject: Academic Employees
Credit Program/Non-Credit Program
Categorically Funded
City College of San Francisco
(Resolutions 000127-H1-H2)

BACKGROUND INFORMATION:

Resolutions 000127-H1-H2 cover categorically funded temporary academic employees appointments and/or other related personnel transactions pursuant to the provision of California Education Code #87470. All Appointments are classified as temporary, when services are required and funds are provided. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Clara Starr, Originator

BOARD OF TRUSTEES

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ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • ROBERT P. VARNI
DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester, department and grant shown. Employment is pursuant to Education Code section 87470 and contingent upon funds available in the applicable Grant/Contract. Employment is contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time faculty shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments shall be in accordance with the relevant provisions of the appropriate bargaining contract and the City College of San Francisco Faculty Handbook.

FALL 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Grant</u>	<u>Division</u>
Aguirre, Patricio J	Bus/Office Tech/Small	Asian Project	Credit
+ Amsler, Mary	English	Asian Inf Grant Project	Credit
Burnick, Merle	Teachers resource Center	231 ESL/ABE	NonCredit
+ Carrese, John	Contract Education	Center of Excellence	NonCredit
Chan, Marcia	Teachers Resource Center	231 ESL/ABE	NonCredit
+ Chan, Nora	Health Tech TC	VTEA 1-C	Credit
Chang, Yvonne	Teachers Resource Center	231 ESL/ABE	NonCredit
Clark, Leslie	Teachers Resource Center	231 ESL/ABE	NonCredit
Cornejo, Linda	Teachers Resource Center	231 ESL/ABE	NonCredit
Devine, Joanne	Child Development/Family Studies	ILP (SF)	NonCredit
+ Dore, David	Bus/Office Tech/Small	Asian Inf Grant Project	Credit
Dubois, Marcia	Teachers Resource Center	231 ESL/ABE	NonCredit
+ Evans, Sue	Behavioral Science	Asian Inf Grant Project	Credit
+ Fenner, Richard	Behavioral Science	Asian Inf Grant Project	Credit
Franklin, Kim	Teachers Resource Center	231 ESL/ABE	NonCredit
Fullerton, Sandy	Teachers, Resource Center	231 ESL/ABE	NonCredit
+ Graves, Bill	Behavioral Science	Asian Inf Grant Project	Credit
Griffis, Stanley	Teachers Resource Center	231 ESL/ABE	NonCredit
Hammer, Jennifer	Teachers Resource Center	231 ESL/ABE	NonCredit
Hoffman, Camille	Teachers Resource Center	231 ESL/ABE	NonCredit
+ Homer, Sue	Behavioral Science	Asian Inf Grant Project	Credit
+ Hu, Karin	Behavioral Science	Asian Inf Grant Project	Credit
Ikeda, Vivian	Teachers Resource Center	231 ESL/ABE	NonCredit
James, Arlene	Transitional studies	231 Grant 99-00	NonCredit
Kearsley, Jeanne	Teachers Resource Center	231 ESL/ABE	NonCredit
+ Killikelly, Tim	Political Science	Asian Inf Grant Project	Credit
+ Klot, Steven	IDST	Asian Inf Grant Project	Credit
+ Kuusisto, Sharyn	Behavioral & Social Science (Spanish)	Asian Inf Grant Project	Credit
Lew, Eunice	Teachers Resource Center	231 ESL/ABE	NonCredit
Lewis, Christa	Teachers Resource Center	231 ESL/ABE	NonCredit
Louie, Louise	Teachers Resource Center	231 ESL/ABE	NonCredit
+ Matsumura, Mikiko	Behavioral & Social Sciences (Japanese)	Asian Inf Grant Project	Credit
Meis, Vincent	Teachers Resource Center	231 ESL/ABE	NonCredit
Ortega, Don	Latin American Studies	Asian Infusion Grant Project	Credit

**TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: Categorically Funded.**

Paez, Ricardo	Contract Education	DPT	NonCredit
Perry John Hamp	English	VTEA 1-C	Credit
Potter, Elizabeth	Teachers, Resource Center	ESL/ABE 231	NonCredit
Potter, Elizabeth	Transitional Studies	231 GRANT 99-00	NonCredit
Rico, Stephen	Child Dev & Family	S. F.Children's Council Calworks Training Pr	Credit
Robinson, John	Teachers Resource Center	231 ESL/ABE	NonCredit
Savory, Joan	Transitional Studies	231 ESL/ABE GRANT	NonCredit
Selleck, Denise	Teachers Resource Center	ESL/ABE 231 GRANT	NonCredit
Sherr, Jean A.	Contract Education	SFAC-35	NonCredit
Shore, Elisa	Teachers Resource Center	231 ESL/ABE	NonCredit
Siegel, Bob	Teachers Resource Center	231 ESL/ABE	NonCredit
Silverman, Herb	Teachers Resource Center	ESL/ABE 231	NonCredit
Weichert, Karen	Teachers Resource Center	231 ESL/ABE	NonCredit
Whitehead, John	Economics	Asian Inf Grant Project	Credit
Wilson, Emily	Teachers Resource Center	ESL/ABE 231	NonCredit
Wilson, Emily	Transitional Studies	231 Grant 99-00	NonCredit
Wilson, Emily	Education & Training	TANF	NonCredit
Wilson, Emily	Transitional Studies	231 ESL/ABE GRANT	NonCredit

H1 FALL 2000: 52

PRING 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

Name	Department	Grant	Division
Abma, Deanna P	Vocational Education	Vatea T3E Tech Prep 99-00	NonCredit
Alexander, Horace V	Office of Diversity	AB 1725 Staff Diversity 99-00	Credit
Auyeung, Mabel K	Child Dev. & Family Studies	SF Foundation-Com Initiative Fund	Credit
Buford, Sylvia Y	Child Dev. & Family Studies	Children Council-Mayor's Office	Credit
Burgess, Ph.D., Alisa S	Student Health	Student Health Fees	Credit
Chrystal, Yolanda	Career Dev & Placement Ctr	Vatea IIC - 1999-2000	Credit
Clark, Sunny L	Student Health	Student Health Fees	Credit
Conahan, Barbara J	Student Health	Student Health Fees	Credit
Corbie, Terrence	Contract Education	SF Works-5	NonCredit
Edwards, Sam J	Student Health	Student Health Fees	Credit
Eggers-Williams, Delores	Child Dev. & Family Studies	Children Council-Mayor's Office	Credit
Elsie, Andrea B	Child Dev. & Family Studies	Center Based 99-00	NonCredit
Evans, Brenda T	Student Health	Student Health Fees	Credit
Gaines, Freddie L	Contract Education	SF Works-5	NonCredit
Johnson, Elaine A	Biological Sciences	NSF-Biolink 99-00	Credit
Johnson, Gregory A	Counseling	JTPA Title III Assessment 99-00	NonCredit
Johnson, Gregory A	Assessment	CALWORKS - 99-00	NonCredit
Kaye, Jeffrey S	Student Health	TANF - 99-00	Credit
Lilienthal, Bruce W	Contract Education	SF Works-5	NonCredit
Loo, Josephine S	Learning Assistance	CAP-Writing Success 1999-2000	Credit
Luckey, Bernadine Cori	Child Dev. & Family Studies	Children Council-Mayor's Office	Credit
McCarthy, Denise Kath	Vocational Education	Vatea IIC - 1999-2000	NonCredit
McCuskey, Sarah C	Student Health	Student Health Fees	Credit
Mogar, Mariannina	Child Dev. & Family Studies	Children Council-Mayor's Office	Credit
Nakahata, Alice	Child Dev. & Family Studies	Children Council-Mayor's Office	Credit
Nakahata, Alice	Child Dev. & Family Studies	State Preschool 99-00	NonCredit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: Categorically Funded.

Nelson, Karin Chri	Career Dev & Placement Ctr	Vatea IIC - 1999-2000	Credit
Okamoto, Nancy	Student Health	Student Health Fees	Credit
Parcell, Celeste J	Assessment	CALWORKS - 99-00	Credit
Polk, Andrea	Student Health	Student Health Fees	Credit
+ Quadra, Indiana G	Counseling	CALWORKS - 99-00	NonCredit
Redfern, Mary A	Student Health	Student Health Fees	Credit
+ Romero, Manuel G	Vocational Education	Vatea IIC - 1999-2000	NonCredit
Sawyer, Carol Jean	Contract Education	Ct.Ed. ON-LOK Sr. Health Service	NonCredit
Spears, Patricia F	Contract Education	ECO DEV/Workplace 1999-2000	NonCredit
Speraw, Andrea Ruth	Vocational Education	Vatea IIC - 1999-2000	NonCredit
Stark, L. Susa	Vocational Education	CDBG/MOCD GARMENT 2000 #3	NonCredit
Stark, L. Susa	Vocational Education	Eco Dev - CACT 99-00	NonCredit
Trasvina, Nicky R	Assessment	CALWORKS - 99-00	NonCredit
Turner, Judith A.	Child Dev. & Family Studies	State Preschool 99-00	NonCredit
+ White, Kathleen C	Child Dev. & Family Studies	Children Council-Mayor's Office	Credit
Wong, Lorena E	Student Health	Student Health Fees	Credit
Wong, Manuel K	Child Dev. & Family Studies	SF Foundation-Com Initiative Fund	Credit

H1 Spring 2000: 43

Total for H1: 95

Total Records: 95

000127-H2

Categorically

Funded

Full-Time

Temporary

Assignment

Spring and

Fall 2000

RESOLVED: That the following named academic employees be appointed to Categorically Funded Temporary Full-Time assignments pursuant to Education Code Section 87470 for the term and year shown. Appointment shall be contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, verification of satisfactory physical examination, and completion of appropriate District documents. Salary shall be in accordance with the current salary schedule. Categorically funded as indicated:

<u>NAME</u>	<u>DEPARTMENT</u>	<u>ACTIVITY</u>	<u>BUDGET</u>	<u>EFFECTIVE DATES</u>
PROULX, GREGORY	Learning Assistance	Instructional Coordinator / Writing Success Project	121425-6430-1220-6110-C	01/14/00 - 05/26/00
WOLTER, ROMANUS	Business	Program Director / Small Business Development Center	123313-7421-1220-7099-S	02/28/00 - 05/26/00
		Program Director / Small Business Development Center	123313-7421-1220-7099-S	08/16/00 - 12/22/00

000127-H3
Amendment
to Resolution

Resolved: That Resolution 991216-H2 , Categorically Funded, Full-Time Temporary Assignment , Spring 2000, be amended in part to show the following:

<u>CHANGE</u> <u>FROM:</u>	<u>NAME</u>	<u>DEPARTMENT</u>	<u>ACTIVITY</u>	<u>BUDGET</u>	<u>EFFECTIVE DATES</u>
	Korey, Suzanne	Vocational Education	Project Coordinator	U-7534-1000-1000-C (20%) VTEA Contract Compliance (45%) 121507-7173-1220-6010-S VTEA Staff Development (15%) 121507-7173-1220-6750-S ATT (20%) 123384-7175-1220-0900-N	
TO:	Korey, Suzanne	Vocational Education	Project Coordinator	U-7534-1000-1000-C (20%) VTEA Contract Compliance (45%) 121507-7173-1220-6010-S VTEA Staff Development (15%) 121507-7173-1220-6750-S ATT (20%) 123384-7175-1220-0900-N	01/14/00 - 05/26/00



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

L1

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: HUMAN RESOURCES
Authorization to amend employment Contract (s)
(Resolution No.000127 - L1)

BACKGROUND INFORMATION:

The Board of Trustees by Resolution No. 791120-B1 has made available to its employees the provisions of Section 403 (b) of the United States Internal Revenue Code and Section 17501 of the California Revenue and Taxation Code.

Employees of the San Francisco Community College District may enter into an amendment of their employment contracts for the purpose of effecting a reduction in the salaries paid to such employees, and that for each employee who voluntarily elects to accept such reduction in his or her salary, the San Francisco Community College District shall, as directed by such employee, a) purchase, with an amount equal to the reduction in salary, a nontransferable annuity contract issued by an insurance company selected by the employee concerned, or b) contribute an amount equal to such reduction in salary to a custodial account of a custodian selected by the employee, in which all rights under said custodial account shall be exercisable by the employee concerned.

RECOMMENDATION:

RESOLVED: That the Board of Trustee of the San Francisco Community College amend employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract, complying with the provisions of Section 403 (b) of the United States Internal Revenue Code, and Section 17501 of the California Revenue and Taxation Code.

01/27/00 - L1 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

a) <u>INSURANCE COMPANIES</u>	<u>I. D. NO.</u>	<u>BI-WEEKLY AMOUNT</u>
Aim	02644	403.00
Franklin	25654	399.00
Franklin	55246	519.23
Commercial Union	08140	282.00
G. T. Globle	08140	121.00
Great American Life	27340	230.00
Great American Life	55274	500.00
Great American Life	55276	100.00
Great American Life	56879	1,920.00
Great Western	55050	519.23
Great Western	56592	384.62
I D S	48562	2,000.00
I D S	48562	403.84
I D S	55286	404.00
Invesco	55066	519.23
John Alden Life	57072	403.85
Life of SW	56277	250.00
Met Life	53058	405.00
Met Life	53074	405.00
National Health	54915	200.00
Nationwide	56870	400.00
Nationwide	56870	100.00
Nationwide	54164	400.00
Paul Revere	41580	403.00
Paul Revere	35638	400.00
Resources	55962	150.00
Security Benefit	14346	403.85
Security First	17154	936.00
Security First	17154	384.00
Security First	52608	100.00
Security First	55585	150.00
Security First	42170	300.00
Security First	56511	50.00
State Street Bank STRS	02738	1,000.00
State Street Bank STRS	02738	480.00
State Street Bank STRS	52266	403.85
State Street Bank STRS	04140	400.00
State Street Bank STRS	56472	400.00

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INSURANCE COMPANY

TIAA-CREF	55364	200.00
TIAA-CREF	56166	403.85
TIAA-CREF	00546	403.84
TIAA-CREF	07644	403.00
U.S.G. Annuity	55944	403.84
VALIC	55874	400.00
VALIC	36242	250.00
VALIC	55446	403.85
VALIC	55906	519.23
VALIC	11726	403.84
VALIC	46031	500.00
VALIC	32028	519.23
VALIC	54551	403.84
VALIC	18538	403.84
VALIC	48640	519.23
VALIC	56193	150.00
VALIC	55058	69.23
VALIC	56064	211.84
VALIC	56327	150.00
VALIC	56327	1,000.00
VALIC	27048	38.00
VALIC	43554	403.00
VALIC	10244	403.84
VALIC	55949	300.00

b) CUSTODIAL ACCOUNTSI. D. NO.BI-WEEKLY
AMOUNT

Fidelity	57261	403.85
Fidelity	00860	69.23
Franklin	36540	403.84
Janus	08050	365.38
Janus	55339	403.84
Janus	56362	519.23
Janus	30456	1,600.00
Janus	30456	200.00
Janus	54502	408.00
Janus	56470	403.84
Janus	56790	300.00
Janus	56074	500.00
Janus	37952	25.00

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CUSTODIAL ACCOUNTS

Janus	55296	226.00
Janus	57047	519.23
Janus	54860	400.00
Janus	56468	2,200.00
Janus	56468	403.85
Janus	56304	300.00
Janus	54729	519.23
Janus	61870	400.00
Janus	55164	300.00
Janus	54684	200.00
Janus	55592	200.00
Janus	56193	253.80
Janus	55543	519.23
Janus	41776	125.00
Janus	55970	200.00
Janus	55976	519.23
Janus	55879	403.84
Janus	56562	424.00
Janus	57169	203.84
Janus	62644	150.00
T. Row Price	44246	1,350.00
Vanguard	54882	380.83
Vanguard	54052	450.00
Vanguard	54650	403.00
Vanguard	54917	403.85
Vanguard	07838	403.84
Vanguard	56588	519.23
Vanguard	54148	519.23
Vanguard	54776	50.00
Vanguard	56780	402.00
Vanguard	56790	100.00
Vanguard	07052	75.00
Vanguard	60234	403.00
Vanguard	55164	219.23
Vanguard	54684	319.23
Vanguard	09938	375.00
Vanguard	55592	100.00
Vanguard	54874	403.85
Vanguard	56271	430.00
Vanguard	54598	403.84
Vanguard	57169	200.00

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c) <u>TERMINATION/CANCELLATIONS</u>	<u>I.D. NO.</u>	<u>BI-WEEKLY AMOUNT</u>
Fidelity	08050	864.00
Fidelity	55364	200.00
Fidelity	56470	350.00
Fidelity	06834	403.00
Fidelity	61870	200.00
Fraklin Templeton	47664	50.00
Life of SW	56277	500.00
Security First	55543	100.00
Southwest Life	56790	350.00
U.S.G. Annuity	55944	480.00
Vanguard	55296	226.00
Vanguard	56304	180.00
Vanguard	55976	384.62
Vanguard	55879	385.00
VALIC	55339	365.00
VALIC	54729	365.00
VALIC	41776	100.00
VALIC	55543	399.00
VALIC	55970	200.00
VALIC	54860	400.00
VALIC	56562	424.00

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

James Kendrix, Originator

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

N1

DATE: January 27, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
Subject: Academic Employees
Community Services Classes
City College of San Francisco
(Resolutions 000127-N1)

BACKGROUND INFORMATION:

Resolutions 000127-N1 covers appointments of academic employees to Community Service Classes and/or other related transactions pursuant to the provisions of California Education Code #78300. All appointments are classified as temporary, hourly unless otherwise stated in the resolution. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Clara Starr, Originator

BOARD OF TRUSTEES

LAWRENCE WONG, PRESIDENT • DR. ANITA GRIER, VICE PRESIDENT • DR. NATALIE BERG
ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • ROBERT P. VARNI

DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments in Community Services and related Programs pursuant to Education Code Section 78300. Employment is contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time faculty shall not exceed 60% of the hours per week considered as full-time assignments for regular employees having comparable duties. Total overload/extra pay assignments for full-time faculty shall be in accordance with the relevant provisions of the appropriate bargaining contract and the City College of San Francisco Faculty Handbook.

FALL 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Division</u>
Graffis, Beverly	Community Services	NonCredit

N1 FALL 2000: 1

SPRING 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Division</u>
Ancona, Patricia J	Community Services	NonCredit
Attisha, Majid Boles	Community Services	NonCredit
Berston, Hyman M	Community Services	NonCredit
Bhushan, Chandra	Community Services	NonCredit
Bykle, Tron J	Community Services	NonCredit
Cafasso, Pedro	Community Services	NonCredit
Chan, Norma A	Community Services	NonCredit
Chin, Lawrence	Community Services	NonCredit
Chong, Yvonne W.	Community Services	NonCredit
Coniglio, Josephine	Community Services	NonCredit
Curry, Harold M.	Community Services	NonCredit
Dagen, Louis I.	Community Services	NonCredit
Donovan, Clelia France	Community Services	NonCredit
Evans, Sharron L	Community Services	NonCredit
Fredenburg, Mark P.	Community Services	NonCredit
George, Kathleen M	Community Services	NonCredit
Goldstein, Ruth L	Community Services	NonCredit
Goldwach, Richard	Community Services	NonCredit
Goodheart, Marianna R.	Community Services	NonCredit
+ Graeter, Rudolf A	Community Services	NonCredit
Graffis, Beverly Jean	Community Services	NonCredit
Grannis, Anne C	Community Services	NonCredit
Grauberger, Mary E	Community Services	NonCredit
Griffin, Hanna J.	Community Services	NonCredit
Kim, Young-Suk	Community Services	NonCredit
Klaassen, Jacqueline	Community Services	NonCredit
Koffman, Linda Sue	English As a Second Language	NonCredit

ACADEMIC EMPLOYEES: Community Services Programs

Krebs, Kathleen E	Community Services	NonCredit
Lark-Wilson, Nyya F.	Community Services	NonCredit
Laterman, Melany	Community Services	NonCredit
Lenetaki, Sophia	Community Services	NonCredit
Lieb, Reddy C	Community Services	NonCredit
Litant, Michael	Community Services	NonCredit
Long, Electra L	Community Services	NonCredit
Mahoney, Vincent W	Community Services	NonCredit
Maineri, MaryAnn	Community Services	NonCredit
McClain, Terry L.	Community Services	NonCredit
Moore, Rosalin	Community Services	NonCredit
+ Morales, Leslie	Contract Education	NonCredit
Morlan, Joseph	Community Services	NonCredit
Re, Maria G	Community Services	NonCredit
Reisberg, Mira	Community Services	NonCredit
Ruben, Jacqueline J	Community Services	NonCredit
Ruiz de la Pena, Marth	Community Services	NonCredit
Russo, Cathy E	Community Services	NonCredit
Sakai, Yayoi A	Community Services	NonCredit
Sandkuhler, Iris Evelyn	Community Services	NonCredit
Sawyer, Carol Jean	Community Services	NonCredit
Schreier, Susan	Community Services	NonCredit
Shain, Allen I.	Community Services	NonCredit
Siff, Jessica C.	Community Services	NonCredit
Van der Valk, Anna-Lis	Community Services	NonCredit
Vranova, Miriam	Community Services	NonCredit
Warren, Patricia A	Community Services	NonCredit
White, Max L	Community Services	NonCredit
White, Mira M.	Community Services	NonCredit
Whitman, Patricia T.	Community Services	NonCredit
Whitmore, Tina	Community Services	NonCredit
Willard, Deborah A	Community Services	NonCredit
Wisniewski, Nina L.	Community Services	NonCredit
Ziemann, Mark J.	Community Services	NonCredit

N1 Spring 2000: 61

Total for N1: 62

Total Records: 62



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

P1

DATE: January 27, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

**Subject: Policy Manual
Amending the San Francisco Community
College District Policy Manual
(Resolution No. 000127 – P1)
May Require Five Affirmative Votes**

BACKGROUND INFORMATION:

The Administrative staff of the College has been reviewing the Policy Manual of the District, updating it as appropriate with an eye to having a revised version ready for the visiting accreditation team in February, 2000. This first phase of revision consists primarily of changes that reflect title changes and how the District is actually operating. These changes (by and large "house cleaning" issues) reflect the new organizational structure and current realities. More substantive changes will follow at a later date pending review by staff, and when appropriate, campus governance organizations.

San Francisco Community College District Policy Manual 1.05 D reads as follows: "Adoption of Policies. Any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, providing notice of said intended action has been given at a previous meeting. Any policy or by-law which is regulatory as to the Board but is not otherwise required by law may be suspended temporarily by a vote of at least five (5) members or of all those present if four members are present, if such suspension is in the best interest of the District." Notice was given at a prior meeting(December 16, 1999) of the Board of Trustees of the San Francisco Community College District that certain proposed amendments to the San Francisco Community College District Policy Manual would be acted upon at the next meeting of the Board of Trustees on January 27, 2000.

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BOARD OF TRUSTEES

LAWRENCE WONG, PRESIDENT • DR. ANITA GRIER, VICE PRESIDENT • DR. NATALIE BERG
ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • ROBERT P. VARNI
DR. PHILIP R. DAY, JR., CHANCELLOR

Since that last Board meeting, however, staff has determined that further changes, beyond those noticed at the December 16, 1999 Board meeting, should be made at the January 27, 2000 meeting. These additional changes need not be subject to a prior notice and can be accomplished at the January Board meeting if Board members so approve.

Notwithstanding the foregoing, further review of the Policy Manual discloses yet more "house-cleaning" revisions that need to be made. This resolution would also delegate to the Chancellor the authority to make such additional changes in consultation with the Academic Senate and other appropriate shared governance entities, with the proviso that any such additional changes be brought back to the Board for final approval. It should be noted also that the underlying principle governing many of the proposed revisions to the Policy Manual is to produce a document that truly contains policies as contrasted to detailed procedures. Much of the current detailed language considered now as policy, which is proposed to be deleted, will be placed into Administrative Regulations or other appropriate documents.

RECOMMENDATION:

WHEREAS: San Francisco Community College District Policy Section 1.05 D provides that any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, provided notice of said intended action has been given at a previous meeting ; but

WHEREAS: This Section 1.05 D also provides that any policy or by-law which is regulatory as to the Board but is not otherwise required by law may be suspended temporarily by a vote of at least five (5) members or of all those present if four members are present, if such suspension is in the best interest of the District; and

WHEREAS: The process requires prior notice to amend the policy is not required by law; and

WHEREAS: The Chancellor seeks to amend the attached policy manual sections in as an expedient manner as possible in order to have a revised version for the visiting accreditation team in February, 2000.

WHEREAS: The usual two readings to change the policy manual to effectuate this change will unnecessarily delay the amending of these policies; and

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WHEREAS: The Board finds that the temporary suspension of that part of Policy Manual Section 1.05 D requiring prior notice to amend the policy manual is in the best interest of the District.

THEREFORE BE IT RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby temporarily suspends that part of the Policy Manual Section 1.05D which would require that prior notice be given at a previous meeting in order to amend specific policy manual provisions;

AND FURTHER BE IT RESOLVED: That the San Francisco Community College District Policy Manual Sections be amended to read as enumerated in the attachment. (Additions or substitutions are indicated by ***bold italics*** and deletions are indicated by ~~strikeout~~ for those provisions which were noticed on December 16, 1999. Additions or substitutions are indicated by underlined ***bold italics*** and deletions are indicated by underlined ~~strikeout~~ for those provisions which were not previously noticed.)

AND FURTHER BE IT RESOLVED: That the Board of Trustees further delegates to the Chancellor the authority to approve yet additional non-substantive revisions to the Policy Manual for publication purposes, over and above what is explicitly contained in this resolution, after consultation with appropriate shared governance entities, provided that any and all such additional revisions be brought back to the Board of Trustees for final approval as soon as possible, but not later than the regular March, 2000 Board meeting.

PM 1.04	Committees
PM 1.05	Meetings
PM 1.07	Powers and Duties of the Board
PM 1.08	Function and Services
PM 1.09	Control and Direction
PM 1.10	The Community and the Governing Board
PM 1.11	Chief Administrator: Authority, Selection, and Term of Office
PM 2.01	Assignment of Authority in the SFCCD
PM 2.05	Legal Service
PM 2.06	Official Publications
PM 3.01	Certificated Personnel
PM 3.03	Employee Classifications
PM 3.07	Basis for Employment
PM 3.08	Applicant Records
PM 3.09	Employee Requirements

PM 3.10	Contracts
PM 3.13	Health and Welfare Benefits
PM 3.14	Salary
PM 3.15	Certificated Employees' Load Policy
PM 3.16	Transfer
PM 3.17	Absences – Leaves of Absence
PM 3.19	Tenure/Administrator's Right to a Faculty Position
PM 3.20	Termination of Services
PM 3.24	Employee Organization
PM 3.25	Publication of Articles and Productions by Employees
PM 4.02	Salaries
PM 4.09	Use of Slurs
PM 5.01	Student Activities
PM 5.03	Student Services
PM 5.05	Admission, Classification, Tuition and Enrollment
PM 5.11	Completion or Graduation Rates
PM 5.12	Withholding of Student Grades, Transcripts or Diplomas
PM 6.02	Instructional Organization and Standards
PM 6.03	Course Development
PM 6.10	Student Instructors and Faculty Interns
PM 6.14	Vocational and Occupational Training Programs
PM 7.03	Planning Projects
PM 7.04	Approval of Sites, Plans, and Acceptance of Buildings
PM 7.05	Plans and Specifications to be Checked for Unusual Devices
PM 7.06	Compliance with State Laws
PM 7.07	Requisitions, Service and Work orders, and Encumbrances
PM 7.08	Selection of Architects
PM 7.09	Equal Employment Opportunity Policy in the Procurement of Supplies and Services
PM 7.10	Policy Regarding Hiring Union Labor
PM 7.12	Policy Regarding Flags at Half-Staff
PM 7.13	Maintenance and Operation
PM 7.14	Repair and Maintenance of Plant
PM 7.15	Safety
PM 7.16	Memorials and Naming Buildings
PM 7.18	Art Enrichment of Construction Projects
PM 7.20	Conservation
PM 7.21	Minority/Women Business Enterprises - Public Works Contract
PM 8.03	Auditing

PM 8.04	Solicitation of Funds and Use of District Name
PM 8.05	Supplies and Services
PM 8.09	Contracting for Window Washing Services

Ronald Lee, Originator

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PM 1.04 COMMITTEES

Committee of the Whole. All members of the Board of Trustees shall be members of the Committee of the Whole. This committee shall have power to consider and report upon any matters which require committee attention and action and without reference to any other standing or special committee of the Board. It may also consider reports from other committees of the Board. The President of the Board shall appoint a member to chair the Committee of the Whole.

Standing Committees of the Board may be appointed by the President or chosen by vote of the Board. The functions of all such committees shall be fact finding, deliberative and advisory, but never legislative or administrative. All such committees shall consult with the Chancellor and report to the Board.

Meetings of Standing Committees of the Board, including the Committee of the Whole, may be called at any time by the chair or upon written demand of two members of the committee.

Meetings of the committee shall be given public notice and shall be open to the public under the same conditions as required by law for meetings of the Board.

The President and the Vice President of the Board and the Chancellor shall be ex-officio members of all standing committees without right to vote, *unless they are otherwise members of the committee*. However, the Chancellor shall not be a member of any standing committees where his/her tenure or salary is under discussion.

Committee shall consider matters which have been referred to them by the Board or which have been decided upon by a majority of the committee. In the latter case, the Board shall then be notified of the proposed study, which shall be approved by the Board.

Committee recommendations shall be submitted to the full Board.

Committee requests for special reports shall be made through the Chancellor.

An adequate record of the committee meetings shall be maintained.

PM 1.05 MEETINGS

A. Order of business for Regular Meetings may be as follows

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Minutes (if available)
- IV. Adoption of Resolutions Agenda
- V. Approval of Consent Agenda Items as Listed
- VI. Special Presentations (if scheduled)
- VII. Monthly Financial Report
- VIII. Action On Other Resolutions Agenda Items
- IX. Report from Constituent Groups
 - Academic Senate
 - Associated Students
 - Classified Senate
- X. Board of Trustees' Report
- XI. Chancellor and Staff Reports
- XII. Requests to Speak
- XIII. Adjournment

The order of business may be revised at any meeting when, in the discretion of the President, such revision will benefit the public and/or order of the meeting. In the conduct of its business, the procedure of the Board will be governed by the policies set forth in this manual, or if not covered thereby then by the Robert's Rules of Order, Revised, however, no procedural rules or rulings shall operate to invalidate otherwise lawful actions of the Board.

B. Preparation for Meetings. At least seventy-two (72) hours before a regular meeting, an agenda shall be posted containing a brief general description of each item of business to be transacted or discussed at the meeting, including closed session items. The agenda for Board meetings shall be delivered to Board members at least seventy-two (72) hours prior to the time of regular meetings and at least twenty-four (24) hours prior to the time of special meetings. Resolutions proposed by individual Board members must obtain the concurrence of two (2) other Board members. However, items requiring Board action which do not appear on the agenda may be acted upon under any of the following circumstances: 1. At least four (4) Board members determine that an emergency situation exists, 2. Two-thirds of the members of the Board present at the meeting, or if less than two-thirds of the members are present, a unanimous vote of those members present determine that there is a need to take immediate action and that the need for immediate action came to the attention of the District subsequent to the agenda being posted, or 3. The matter was posted on an agenda for a prior meeting occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken. Prior to discussing any item pursuant to these three exceptions, the Board shall publicly identify the item. An "emergency situation" shall mean

(a) Work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the legislative body. (b) Crippling disaster which severely impairs public health, safety, or both, as determined by a majority of the members of the legislative body. Agenda items appearing on the published agenda may be removed by a majority vote of the Board. The Agenda shall be posted at the entrance door at 33 Gough Street and in the lobby of Conlan Hall at City College of San Francisco, 50 Phelan Avenue, at least seventy-two (72) hours prior to the time of the regular meetings and at least twenty-four (24) hours prior to the time of special meetings and these sites shall be the official posting locations of all Board agendas. In addition, to the extent practicable, the agenda shall be posted in other facilities and sites as listed in the Administrative Regulations. A notice identifying the location, date, and time of the regular meeting shall be posted at the official posting locations at least ten (10) days prior to the meeting and shall remain so posted to and including the time of the meeting.

A member of the public may place an item on the Board agenda for regular meetings if the item relates directly to District business and is a matter of public concern, and if a written request is received in the Chancellor's Office no later than noon three full calendar weeks in advance of a regular Board meeting, and to avoid repetitive additions to the agenda, if the subject matter has not previously been submitted for the agenda within the past three months. In the interest of effective management of meeting time, no person shall place more than two items on any single regular agenda without justifying, to the satisfaction of the Chancellor, the necessity of including additional items on that agenda as opposed to later agendas. The Chancellor shall determine whether the specific matter is directly related to the business of the District. Items which have been properly submitted and verified as related to the business of the District will be addressed in the "Requests to Speak" portion of the agenda or otherwise at the conclusion of all other District business on the agenda. The member of the public who properly submits an agenda item will be allowed up to three (3) minutes at the meeting to present the information to the Board. Following this presentation, the Board may, but is not required to address the issue, may put the issue on a future agenda for more discussion and possible action, or may refer the issue to the administration.

C. Voting. The vote, by Roll Call, shall be taken and recorded when demanded by any member, or as otherwise required by law.

D. Adoption of Policies. Any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, providing notice of said intended action has been given at a previous meeting. Any policy or bylaw which is regulatory as to the Board but is not otherwise required by law may be suspended temporarily by a vote of at least five (5) members or of all those members present if four members are present, if such suspension is in the best interest of the District.

E. Reports. Board members requesting reports must do so through the President of the Board with the concurrence of at least two (2) other Board members.

F. Recording Minutes of Meeting. As records of Board actions at meetings, the minutes shall contain only resolutions and ultimate actions of the Board, but if any Trustee desires to have any additional matter included, he/she must submit a written statement with a request that it be included in the minutes. For regular meetings, there shall also be a tape recording of the proceedings and/or some other means of maintaining a permanent record of the proceedings. For special meetings, to the extent possible, there shall also be a tape recording of the proceedings and/or some other means of maintaining a permanent record of the proceedings.

Records of all business transacted and of all policies and regulations or other controls enacted by the Board shall be set forth in full in the official records of the District, which shall be the official public records of Board actions.

G. Regular Meetings of the Board. One or more meetings shall be held each month, at the regular meeting place of the Board, 33 Gough Street, San Francisco, *except that a regular monthly meeting may be adjourned in accordance with the law.* The Board may also meet at other District locations served by the District or at other locations outside the District as provided by law.

Special Meetings of the Board. Such meetings may be called by the presiding officer of the Board or by a majority of the members of the Board by delivering personally or by mail written notice to each Board member and to appropriate media. Such meetings shall be within District boundaries except as otherwise provided by law.

I. Meetings Open to the Public. All meetings of the Board, including committees, shall be open to the public as provided by law.

J. Meetings Closed to the Public. All closed sessions shall be closed to the public. Closed sessions may be held in accordance with the law. Closed sessions can be held during a regular or special meeting.

K. Quorum. A quorum for the conduct of Board business shall consist of four (4) members. No official action may be taken when a quorum is absent.

L. Granting the Privilege of the Floor. A person desiring to speak shall be recognized by the Chair only after complying with the following procedures:

For matters appearing on the agenda, an individual desiring to address the Board must complete a "Request to Address Board" card, completing the information thereon including the subject to be addressed. If there is to be a written report presented, a copy(ies) shall be submitted in advance to the Chancellor.

Any person desiring to address the Board on non-agenda items must also complete the "Request to Address Board" card and will be recognized at the end of the agenda. Only items directly related to District business may be presented. Cards for these purposes are available in the Office of the Chancellor and also at the Board meeting. Completed cards should be presented to the Board President prior to the beginning of the meeting. As a matter of courtesy, the Board encourages people to notify the Chancellor's Office in advance of the Board meeting of their intention to address the Board. Prior to calling for a vote on an item before the Board, the Presiding Officer shall determine if speaker cards have been submitted for that item. Persons who have submitted cards prior to the consideration of the item shall be called upon by the Presiding Officer. Persons who address the Board may address only the agenda item being considered and shall have up to three minutes for comments. Should another person who has submitted a request to speak card in advance of consideration of the item wish to forego speaking on that item, he or she may grant his or her speaking time to another speaker who has also submitted a request to speak card, but in no event shall any speaker have more than two allotments (totaling up to six minutes) of speaker time on any item. However, in order to facilitate the completion of District business, the Presiding Officer may also limit the total length of time allotted to the speakers on a given topic or agenda item which may reduce the individual speaker's time on the topic or item. Speaking too long, being unduly repetitious, or discussing irrelevancies disrupt the meeting, and may result in the forfeiture of speaking opportunities during that meeting.

The President of the Board reserves the right to determining the order of the speakers and changing the order of the agenda if it will be of benefit to the public and/or the order of the meeting.

Undue interruptions or other interferences with the orderly conduct of Board business cannot be allowed. Defamatory or abusive personnel remarks which disturb or impede the meeting or exceed the bounds of civility necessary to the conduct of District business are always out of order. However, the Board shall not prohibit public criticism of the policies, procedures, programs, or services of the District, or of the acts of omissions of the Board.

The President may terminate the speaker's privilege of address if after being called to order, he or she persists in improper conduct or remarks, or if the speaker fails to speak on the subject matter for which the privilege of the floor was granted.

No oral presentation shall include charges or complaints against any employee of the Board or otherwise present information, which does not relate directly to the topic at hand or which disrupts or impedes the meeting. All formal charges or complaints against an employee, for which specific grievance or complaint process is not otherwise available, shall be in writing and signed by the person making the charge and shall be filed with the Chancellor who shall, after investigation, take or recommend appropriate action. There shall be no oral presentation or discussion of confidential formal charges or complaints in open public meetings of the Board on non-agenda items or unless otherwise required by law.

Comments or presentations made by members of the public to the Board do not necessarily reflect the opinion of the Board or of its individual members, nor does the Board necessarily

endorse or sanction such comments or presentations. Persons who address the Board on matters of their choosing are solely responsible for the content of such comments or presentations.

A. GENERAL PROVISIONS

In conformity with its interpretation of its powers and duties under the law, the Governing Board assumes full responsibility for the general control and direction of the District.

In order to carry out its responsibility for general control and direction of the District, it will be the purpose and practice of the Board to function as follows:

Determine broad general policies, plans and procedures to guide its officers and employees.

Establish administrative policies by which authority and responsibility for services will be defined and by which the residence and flow of authority will be determined.

Deliberate with its chief executive officer upon matters initiated by its own members and grant or withhold its approval of proposals brought before it by its executive officer by application of the principle of pre-audit.

Evaluate and criticize, and by veto, correct and revise policies and actions as need may arise as provided for in Section 1.05.

Order elections as authorized by the Education Code.

B. CONFLICT OF INTEREST

In compliance with the Political Reform Act of 1974, California Government Code Section 81000, et seq., the San Francisco Community College District hereby adopts the provisions of the Regulation 18730 of the Fair Political Practices Commission, (2 California Code of Regulations, Section 18730) as said regulation reads on the date this resolution is adopted and as said regulation may be amended from time to time, as the Conflict of Interest Code for the District, as supplemented by AR 1.07.01. Designated employees under the Conflict of Interest Code, and their respective disclosure categories, are those persons holding positions listed in the Exhibits A and B to AR 1.07.01. Designated employees shall file statements of financial interest with the Chancellor ~~Superintendent~~ of the District, who shall serve as the filing officer for the District and who shall retain the original of all statements filed in his or her office, *unless otherwise directed by law or regulation to the contrary.*

The Board recognizes the following services or functions within the District:

Legislative Service: To be performed by the Board with the aid of its chief executive officer, the Chancellor/~~Superintendent~~. Consideration of legislation at meetings of the Board shall be limited to matters that directly affect the operation of the District.

Administrative Service: To be performed by administrators throughout the District and unified under the Chancellor/~~Superintendent~~.

Instructional and Student Services: To be performed by instructors, supervisors, student personnel workers, *counselors*, librarians, and curriculum workers, supported by administrative and other ~~certificated~~ employees and their assistants.

Fact-finding, Interpretation and Planning Service: To be performed by research workers and other staff members as required.

Legal Service: To be performed by the ~~Legal Advisor~~ *General Counsel* or obtained through his/*her* office.

Operating and Maintenance Service: To be performed by a staff including engineers, technicians, accountants, and others ~~under the direction of the Chancellor/Superintendent~~.

Secretarial and Clerical Services: To be performed by secretaries, clerks, accountants, and others ~~under the direction of the Chancellor/Superintendent~~.

CONTROL AND DIRECTION

Control by law will be effected through *Federal and* State laws and regulations and through Board policies, regulations, resolutions, decisions, and enactments, and may be in the form of written words or in the nature of charts, calendars, schedules, forms, maps or diagrams; all such authorizations by law, whether general or special, shall stand as authority under the ~~Governing~~ Board *of Trustees* until changed or until they expire or are repealed.

By *Federal and* State laws and regulations, authority and responsibility for the conduct of the District are vested in the ~~Governing~~ Board. The authority and responsibility are accepted and assumed by the Board.

The ~~Governing~~ Board recognizes the right of the public to information concerning all of its actions and policies, and concerning the details of its educational and business operations. Copies of the agenda of each regular board meeting will be made available to interested persons and organization upon request to the Chancellor/~~Superintendent~~.

The Board recognizes its obligation for the dissemination, throughout the district, of information concerning its educational programs, and for interpreting these programs to the people; and further, the individual responsibility to represent the district in the various communities when called upon to do so. It is the general policy of the Board to welcome the advice and assistance of all individuals and groups in Board consideration of educational problems of the district. At the same time, the Board recognizes that by law it alone is responsible for determining the policies of the district.

It is recognized that, from time to time, there will be complaints and criticisms from members of the community. The official policy of the ~~Governing~~ Board shall be as follows:

The channel for complaints and criticisms on which action is requested will be the Chancellor's ~~Superintendent's~~ office *or his/her designee*.

An individual board member does not have legal authority to promise action or correction in such matters.

Rather than conduct his/*her* own investigation of a complaint, a board member will refer the complaint to the office of the Chancellor/~~Superintendent~~ for staff investigation and study. A report and a recommendation will subsequently be brought to the Board.

In general, complaints or criticisms must be presented in writing.

Unless the complaint or criticism is met by the administration to the complete satisfaction of the complainant, the item will be included on the next board agenda, and the individual concerned will be invited to appear before the Board, *if he/she so requests, unless such open discussion is inappropriate.*

PM 1.11 CHIEF ADMINISTRATOR: AUTHORITY, SELECTION, AND TERM OF OFFICE

The Board accepts and establishes the office of the Chancellor as that of Chief Executive Officer of the District, and delegates to this office all administrative authority within its power except that having to do with the Chancellor's own appointment or dismissal, or as otherwise especially provided in this manual.

The Chancellor shall be appointed by the Board of Trustees and serve for a term or terms not to exceed 4 (four) years at an annual salary to be fixed by the Board. The contract may be renewed at the discretion of the Board.

When the Chancellor is absent for 30 (thirty) continuous days or more, the Vice Chancellor of Academic Affairs ~~Provost~~ will serve as the acting Chancellor. When the Chancellor is absent for fewer than 30 (thirty) continuous days, the ~~Chief Operating Officer~~ *Vice Chancellor of Finance and Administration* shall serve as the acting Chancellor.

When the position of Chancellor is vacant, pending the appointment of a Chancellor by the Board, the *Vice Chancellor of Academic Affairs* ~~Provost~~ shall serve as the Interim Chancellor.

PM 2.01 ASSIGNMENT OF AUTHORITY IN THE SAN FRANCISCO COMMUNITY
COLLEGE DISTRICT

In accordance with the policies approved by the ~~Governing~~ Board, the Chancellor/~~Superintendent~~ shall have the power to recommend appointments, assign functions, services, duties and responsibilities of the administrative divisions and the administrators therein.

Job descriptions for each administrative position shall be maintained in the ~~office of the Chancellor/Superintendent~~ *Human Resources Office*.

PM 2.05 LEGAL SERVICE

The ~~Legal Adviser~~ General Counsel shall advise the ~~Governing~~ Board and the Chancellor/~~Superintendent~~ of the San Francisco Community College District on questions of law affecting the operation of the District. Upon request, the General Counsel shall render opinions interpreting the law affecting the District.

~~In conjunction with the City Attorney, he shall represent the District in all litigation affecting it.~~ *The Office of the General Counsel shall be responsible for coordination of legal activities related to litigation affecting the District. The Office of the General Counsel* ~~He~~ shall approve as to form, and upon request shall prepare resolutions, contracts, and other legal instruments.

~~He~~ *The Office of the General Counsel* shall maintain at all times a complete and accurate copy of all policies authorized by the ~~Governing~~ Board, and under the direction of the Chancellor in his/her capacity as Secretary to the Board shall perform such other duties as are assigned ~~to him~~ by the Board and the Chancellor/~~Superintendent~~ of the District.

The Chancellor/~~Superintendent~~ shall direct the use of publications such as the Administrative Regulations, the City College Catalog, ~~the Community College Centers Catalog~~, the City College Faculty Handbook, ~~the Community College Centers Faculty Handbook~~, Salary Schedules, and other publications as may be required to make the policies of the ~~Governing~~ Board effective in the operation of the San Francisco Community College District. The development, issuance, and promulgation of these publications shall be the responsibility of the ~~Chancellor/Superintendent~~ *appropriate administrator*. Such materials shall govern the operation of the District in the manner, extent, and time period so indicated.

The San Francisco Community College District shall employ and maintain a staff that is competently trained, physically and mentally healthy, unified in purpose and organization, and devoted to the cause of public education and to the broader cultural and political purposes of American Government. In administering this policy, the College Division and the Community College Centers Division shall observe all Federal, State, and local laws as well as District policies and administrative regulations bearing upon the recruitment, eligibility, selection, assignment, ranking, efficiency in service, promotion, transfer, tenure, resignation, dismissal, and retirement of all ~~certificated~~ *academic* employees of the District.

In order to maintain a high quality of classroom instruction and to encourage continuing self-improvement by all faculty members, it shall be the policy of the Board to provide adequate opportunity for career advancement for all teaching employees within the teaching profession; and to implement this policy, prior service in the District under any kind of appointment shall be given consideration in recruitment and selection of personnel.

The faculty member in the San Francisco Community College District is responsible to his supervisors, under whose direction the laws of the State of California as they affect education and the policies and regulations of the San Francisco Community College District shall be enforced.

Faculty members should understand that instruction of students has the highest priority, and that every other activity must be subordinated so that educational excellence can be achieved and sustained. It is expected that faculty members will be loyal to their profession, that they will grow professionally, that they will cooperate with their colleagues and the administrative staff, and that they will be of service to students. A faculty member's full-time responsibility includes service for all days in the academic calendar, except summer session, and, where applicable, an obligation to evaluate each student's academic achievement in accordance with the pertinent Division's grading standards.

PM 3.03 EMPLOYEE CLASSIFICATIONS

All ~~certificated~~ **academic** employees are classified by the Education Code into one of the following categories:

Contract employee (probationary)

Regular employee (tenured)

Temporary employee

1. Hourly employees
2. Substitute Employees
 - a) Day-to-day substitutes
 - b) Long term substitutes
3. Funded by grant.

These classifications do not apply to the Chancellor/Superintendent, the President of City College, nor to the President of the Community College Centers.

PM 3.07 BASIS FOR EMPLOYMENT

~~Certificated~~ *Academic* personnel are employed on the basis of merit. Applicants are judged on evidence of professional and personal qualifications, including educational background and experience.

Eligibility requirements for educational service in the district not provided for in the State Education Code and policies of the Governing Board shall be available to all applicants. Eligibility requirements shall differ with the type of service and shall be defined in terms of the special as well as general requirements of the different classes or types of position.

An applicant to be considered for ~~an certificated~~ *academic* position must have valid credentials in force or be eligible for them under the Education Code and State regulations. Credentials must be filed with the San Francisco County Superintendent of Schools.

Each applicant for ~~an~~ ~~certificated~~ *academic* position shall provide the District with accurate information as required on application forms. It shall be the responsibility of the applicant to ensure that transcripts, educational records, verification of experience and other pertinent material as required by the District be furnished as requested.

Before the first day of service, all employees must have had reported to the District evidence of satisfactory examination for the absence of tuberculosis in accordance with the Education Code. Persons hired into academic positions after July 1, 1990 who have not previously been employed by a school or community college district shall submit fingerprints for the determination of criminal records which would prohibit their employment pursuant to Education Code, Section 87405. In addition, all contract (probationary) and regular ~~certificated~~ *academic* employees shall be required to pass satisfactorily a health examination as required in the Administrative Regulations. All employees must provide the District with accurate and complete information as required by Federal, State, and local laws and District regulations. The Chancellor Superintendent will develop applicable Administrative Regulations to implement this policy.

The contract of an ~~certificated~~ *academic* employee shall be established by the resolution of appointment and in conformity with the provisions of law. The contracts of all ~~certificated~~ *academic* employees shall include the following:

A resolution of appointment

The calendar adopted for the position

The salary schedule applicable for the position.

The acceptance of the contract signifies willingness to comply with all policies and procedures established by the Governing Board.

PM 3.13 HEALTH AND WELFARE BENEFITS

Establishing Benefits

The Governing Board has the power to fix, alter, and approve all health and welfare benefits of ~~certificated~~ *academic* persons employed by the San Francisco Community College District.

Establishing Salaries

The Governing Board has the power to fix, alter and approve all salaries and compensations of ~~certificated~~ *academic* persons employed by the San Francisco Community College District in accordance with applicable law.

Adoption of Salary Schedule

A salary schedule adopted by the Governing Board is in effect only for the year for which it was adopted. The adoption of a salary schedule repeals all former policies and regulations in conflict with the provisions of the newly adopted schedule.

Additional Compensation - Military Training and Active Military Duty

Any payment of salary or compensation to an employee during military leave for training or active military duty shall be as provided for in the Military and Veterans Code and the Education Code. Upon cessation of the required payment of salary or compensation as provided by law, an employee who is a member of a reserve component of the Armed Forces of the United States or a member of the National Guard, upon application to the District may be eligible to receive additional periodic compensation from the District. This additional periodic compensation shall be an amount which, when added to the periodic compensation he/she is receiving from the military, shall approximately equal the basic contractual periodic salary payment the District would be obligated to pay the employee if he/she were actually rendering required service to the District during the employee's regular work calendar, but excluding additional compensation such as stipends, extra pay assignments or overtime assignments.

The employee is eligible for this additional compensation only during his/her active military duty and only during such periods where such active military duty is involuntary and only where such active military duty occurs during the required days of service of the employee. The District shall not pay any such additional compensation unless the employee applies in a timely manner to the District and provides satisfactory documentation in a timely manner as to his/her military salary and other information for the time period as required by the District. To the extent permitted by law, the District also shall not pay any such additional compensation unless and until the employee has satisfied his/her obligations to the District in a timely manner, including but not limited to the timely repayment of any overpayments of salary to the District.

It is the intent of the District not to confer any other benefit by this policy other than a benefit of additional compensation beyond the thirty days as required by the Military and Veterans Code and the Education Code; and the District shall determine, in its sole discretion, applicable rules and regulations to implement this policy which may include the voiding of the benefit if this intent is not met.

PM 3.15 CERTIFICATED ACADEMIC EMPLOYEES' LOAD POLICY

Schedule I and ~~Schedule II~~ ~~Certificated~~ *Academic* Employees may, when deemed to serve the best interest of the students and the District, be assigned evening, Saturday, and summer classes and/or assignments and these assignments shall be credited as part of their contractual load as set forth in this section.

Formula Used in the Computation of ~~Certificated~~ *Academic* Employees' Load. The basic load in the San Francisco Community College District is calculated as follows and should, over a two-year period of time, average fifteen teaching units per semester.

Size Factor

Credit lecture class	1.00 x hours scheduled
Credit lecture-laboratory class	.75 x hours scheduled
Credit laboratory-performance class	.67 x hours scheduled
Credit English composition-type class	1.25 x hours scheduled
High school credit class	.60 x hours scheduled
Credit free class-ungraded	.60 x hours scheduled
Counseling	.50 x hours scheduled
Librarian	.50 x hours scheduled
Instructionally related assignments	.43 x hours scheduled

In addition to a specific load, ~~certificated~~ *academic* employees are expected to devote a reasonable amount of time to professional responsibilities such as conferring with and assisting students; serving on faculty and departmental committees; attending meetings called by the administration, department and faculty groups.

Instructors at City College of San Francisco are required to hold at least two office hours a week.

In addition to their assigned classroom teaching, Community College Centers Schedule I Instructors are required to be on site for professional responsibility five hours per week. In addition to their assigned classroom teaching, Community College Centers Schedule II Instructors are required to be on site for professional responsibility four hours per week.

DEFINITION OF VARIOUS TYPES OF CLASSES

Lecture Class. A class wherein the instructor devotes his time in class to a presentation of the subject matter, and discussion or problem solving, or both. Time outside class is devoted to preparation and to criticizing and evaluating written assignments and examinations.

Size factor for credit lectures:

Student Enrollment

1	-	19	.8 x lecture hours
20		50	1.0 x lecture hours
51	-	100	1.5 x lecture hours
More than 100			2.0 x lecture hours

Lecture-Laboratory Class. A class wherein the instructor devotes approximately 50 percent of his class time to lecturing and the remainder of the time to supervision of students who are working on laboratory experiments and exercises. Time outside class is devoted to preparation and to correction of examinations and written assignments.

Laboratory-Performance Class. (1) A class wherein the instructor devotes the major portion of his class time to the supervision of students who are working on laboratory experiments and exercises; time outside class is devoted to preparation and to criticizing and evaluating written assignments and examinations. Or (2) a class wherein the instructor devotes a considerable portion of class time to lecturing and demonstrating skills and techniques, and the balance of the time to the supervision of student performance and the administration of a variety of tests.

English-Composition-Type Class. A lecture class wherein an instructor is required to devote an extraordinary amount of time outside class to criticizing and evaluating written assignments and examinations.

High School Credit Class. One wherein credit toward high school graduation is awarded.

Credit Free Adult Class. One that is offered in the Centers Division and for which no credit is granted.

Instructionally related Assignments. Are those that are related and supportive of instruction and learning such as instructional media service, curriculum coordination and development, departmental supervision, publications preparation and sponsorship of activities. A teaching unit is awarded for each two and one-third hours of such service.

PM 3.16 TRANSFER

A ~~certificated~~ *academic* employee in an administrative position in the San Francisco Community College District shall be entitled at his option to be reassigned to a non-administrative ~~certificated~~ *academic* position equivalent to the one he previously held in the District.

A. GENERAL PROVISIONS

These provisions/policy sections are applicable only to unrepresented academic employees.

Leaves of absence are granted to ~~contract and regular~~ **academic** employees both in accordance with the provisions of the State Education Code and the policy of the San Francisco Community College District. It is the intent of such policy that the mutual welfare of the employee and the District be served. Abridgement of leave upon the request of the employee may be granted at the discretion of the District. Rules and regulations concerning salary adjustments, deductions, required payments, and effect on salary increments relative to all leaves of absence as well as eligibility thereof are to be found in the Administrative Regulations.

An employee on any leave of absence which is longer than two months shall notify the ~~Certificated~~ **Academic** Services Office in writing of intention to return to duty at least two weeks in advance of the intended expiration of such leave. Where the leave extends beyond a summer or vacation period, the employee shall give notice in writing of his intention to return to duty at least six weeks before the close of the semester preceding termination of leave. The Chancellor/~~Superintendent~~ is empowered to waive this provision in the case of extenuating circumstances.

B. LEAVE OF ABSENCE - PERSONAL BUSINESS/STUDY/TRAVEL

Such leaves may be granted by the Governing Board upon recommendation of the Chancellor/~~Superintendent~~ for a period of up to one year without pay. The Governing Board, upon recommendation of the Chancellor/~~Superintendent~~, may extend such leaves for a period not to exceed a total of two years from the beginning of the original leave.

These leaves may not be granted to a contract employee (probationary) except in such instances as the Chancellor/~~Superintendent~~ may recommend for the benefit of the District.

When the employee has returned from such a leave, he must serve a period of three full-time years in the District before becoming eligible for another leave of this sort. (One year shall be at least 75 percent of the service days required).

C. LEAVE OF ABSENCE - REST

Such a leave may be granted by the Governing Board upon recommendation of the Chancellor/~~Superintendent~~ for a period not to extend beyond the end of the school year in which the leave is granted. The leave shall be without pay.

D. LEAVE OF ABSENCE FOR PHYSICAL OR MENTAL DISABILITY

When the physical or mental condition of a ~~certificated~~ **academic** employee apparently renders him unfit for service, the Chancellor/~~Superintendent~~ shall require that the ~~certificated~~ **academic** employee be examined by a physician to determine his physical or mental fitness for service.

In accordance with the physician's findings, the employee may be granted this leave of absence.

PM 3.17 ABSENCES - LEAVES OF ABSENCE (Continued)

When a ~~certificated~~ *academic* employee has been granted leave of absence or has been absent from duty because of physical or mental disability for a period not less than thirty teaching days, the Chancellor/~~Superintendent~~ may require that he be examined before returning to duty by a physician to determine the fitness for service of the employee.

E. MILITARY LEAVES

Provisions. Leaves of absence for duty in the armed services shall be governed by the provision of the State Education Code and the Military and Veterans Code and the policies and regulations adopted by the Governing Board.

Certificated Academic Employees Returning from Military Leave. Such employees have the right to reinstatement provided that such right shall not extend to any employee who fails to return to the school district within 12 months after the first date upon which he could terminate his active service with the armed forces. Employees returning from military leave have the right to reinstatement regardless of physical condition. Education Code Section 87700 provides that an employee has the right to immediate reemployment upon being placed on inactive duty if application is made within ninety days from the date of discharge from the armed forces. No provision contained in the law prescribes that the veteran must pass a physical examination. After reinstatement, however, the same rules concerning physical and mental fitness prescribed by the Governing Board for all employees are likewise applicable to the returning veteran.

Leaves for Study Upon Return from Service. ~~Certificated~~ *Academic* employees who have returned from military leave may, upon the recommendation of the Chancellor/~~Superintendent~~, be granted leaves of absence for such periods of time as are necessary in order to avail themselves of the opportunity for further study as authorized by the Federal Government, regardless of the limitations imposed by existing policies and regulations of the Governing Board relating to leaves of absence.

Reporting to Draft Board. The Chancellor/~~Superintendent~~ is authorized to excuse, without loss of salary any ~~certificated~~ *academic* employee who may be ordered by his Draft Board to report for physical examination or other reason, and further authorization is given for the payment, when necessary, of a substitute for his period of absence.

F. LEAVES FOR SERVICE IN THE AMERICAN RED CROSS AND UNITED STATES MERCHANT MARINE

The provisions relating to leaves of absence for ~~certificated~~ *academic* employees entering the Armed Services are applicable also to all members of the ~~certificated~~ *academic* staff who entered into the full-time paid service of the American Red Cross between September 17, 1940 and June 30, 1948, or who entered into the full-time paid service of the United States Merchant Marine between July 1, 1943 and June 30, 1948.

G. MATERNITY LEAVE

An employee may request such a leave because of pregnancy, miscarriage, childbirth and recovery. The length of the leave shall be determined by the employee and the employee's physician.

Disabilities caused or contributed to by pregnancy, miscarriage, childbirth, and recovery are, for all job-rated purposes, temporary disabilities and shall be treated under sick leave provisions of the District.

H. CHILD CARE LEAVE

Such a leave may be granted by the Governing Board upon the recommendation of the Chancellor/~~Superintendent~~ for a period of up to six months without pay. The leave shall be in connection with the birth or adoption of a child. The Governing Board, upon the recommendation of the Chancellor/~~Superintendent~~, may extend such leaves for not more than one school year.

I. LEAVE OF ABSENCE - CARE OF RELATIVE

Such a leave may be granted by the Governing Board upon recommendation of the Chancellor/~~Superintendent~~ to care for first degree relatives for a period of six months. This leave shall be without pay. First degree relatives shall include husband, wife, children, parents (or former legal guardian), brothers and sisters, or other relatives of the immediate household. If such leave terminates during the last two months of any school term, the leave may be extended to the end of that term by the Governing Board upon the recommendation of the Chancellor/~~Superintendent~~.

J. LEAVE OF ABSENCE - DECREASED ENROLLMENT IN CENTERS
DIVISION

Such a leave without pay may be granted by the Governing Board upon the recommendation of the Chancellor/~~Superintendent~~ for one-year periods and renewed annually thereafter upon the request of an employee in the Centers Division when enrollment has become too small to justify continuance.

K. LEAVE OF ABSENCE - EXCHANGE PURPOSES

Such a leave may be granted by the Governing Board upon the recommendation of the Chancellor/~~Superintendent~~ for a period of up to one *academic* year. Rules and regulations governing eligibility for and required service upon return from such a leave are to be found in the Administrative Regulations.

L. SABBATICAL LEAVE

It shall be the policy of the Governing Board to grant a limited number of sabbatical leaves not to exceed 4 percent on leave at any one time to the following category of ~~certificated~~ *academic* employees, in accordance with the provisions of the California Education Code:

All administrators employed in the District.

Rules and regulations governing eligibility for and required service upon return from such a leave are to be found in the Administrative Regulations.

PM 3.17 ABSENCES - LEAVES OF ABSENCE (Continued)

M. EMERGENCY LEAVE

An employee may be absent without pay because of an emergency for a period not to exceed three service days. Regulations pertaining thereto are to be found in the Administrative Regulations and appropriate Faculty Handbook.

PM 3.17 ABSENCES - LEAVES OF ABSENCE (Continued)

N. SICK LEAVE

An employee is allowed ten days of sick leave with pay each school year. An employee on an administrative salary schedule and calendar is allowed 12 days each school year. Sick leave days are cumulative. An employee on sick leave for more than five consecutive service days must submit a medical certificate with diagnosis. Regulations concerning sick leave forms are to be found in the Administrative Regulations and appropriate Faculty Handbook.

O. ABSENCE FOR TUBERCULOSIS EXAMINATION

An employee may be excused for a limited time without a loss in salary, for the purpose of securing an X-ray examination or other appropriate examination for the absence of tuberculosis as required by the District.

P. BEREAVEMENT LEAVE

Immediate Family

A ~~certificated~~ **academic** employee may absent himself for up to three consecutive days (five days, if out of state travel is necessitated) without loss in salary on account of the death of any member of the immediate family. Immediate family shall include the mother, father, legal guardian, grandfather, grandmother, or a grandchild of the employee or of the spouse of the employee; the spouse, son, son-in-law, daughter, daughter-in-law, brother or sister of the employee, or any relative of the immediate household.

Second Degree Relatives

A ~~certificated~~ **academic** employee may absent himself for one day without loss in salary on account of the death of any second degree relative. Second degree relatives shall include uncles, aunts, nephews, nieces, brothers-in-law, and sisters-in-law. Education Code Section 87788.

Q. ABSENCE BECAUSE OF INDUSTRIAL ACCIDENT AND ILLNESS

Absence for industrial accidents and illnesses for ~~certificated~~ **academic** employees shall be covered by the provisions of State Education Code Section 87787.

R. ABSENCE ON HOLY DAYS - DAYS OF PERSONAL NECESSITY

An employee may be absent for days of special religious significance or for personal necessities not to exceed six days in any *academic* year. Such days are not cumulative and are to be deducted from sick leave, provided the days allowed do not exceed the number of accumulated days of sick leave to which the employee is entitled.

S. JURY DUTY AND WITNESS LEAVE

Leave of absence for jury service will be granted to an employee who has been officially summoned to jury duty in Federal, State, or local courts. Leave will be granted for the period of the jury service. The employee shall receive full pay while on leave provided that the jury service fee for such service is assigned to the District. Request for jury service leave should be made by presenting the official court summons to jury service.

Leave of absence to serve as a witness in a court case shall be granted when the employee has been served a subpoena to appear as a witness, not as the litigant in the case. The length of the leave shall be granted for the number of days of attendance in court as certified by the clerk or other authorized officer of the court. The employee shall receive full pay during the leave period, provided that the witness fee for such leave is assigned to the District. Request for leave of absence to serve as a witness should be made by presenting the official court summons.

The jury service fee and witness fee do not include reimbursement for transportation expenses.

An employee who has received a leave of absence for jury or witness service shall be available for work during hours when the employee's presence is not required in court.

T. CHANCELLOR/SUPERINTENDENT LEAVE

The Chancellor/Superintendent may grant leave without pay for personal business for not more than twenty teaching days without Governing Board action.

A contract ~~certificated~~ *academic* employee who has not been dismissed under the provisions of law shall be classified as regular (tenured) upon completion of two years of service in accordance with the provisions of the Education Code. This policy grants tenure as regular employees (e.g. instructor or staff) to administrators who have not been dismissed and who have completed two years of service as a ~~certificated~~ *academic* employee. Administrators may not obtain tenure rights to administrative status, but do obtain tenure as regular employees. PM-suant to the, California Education Code, this paragraph applies to faculty whose first date of paid probationary service was before June 30, 1991, and applies to administrators whose first date of paid service was before June 30, 1990.

It shall be the policy of the Governing Board to grant regular status (tenure) only to those academic employees who have clearly and fully demonstrated their competency.

A. Faculty

Faculty may gain tenure pursuant to procedures adopted by the Board of Trustees and the faculty's exclusive representative pursuant to the California Education Code.

B. Academic Administrators

Procedures governing the right of certain administrators to a faculty position shall be adopted by the Board of Trustees and shall become Administrative Regulations. For these purposes, academic administrators shaft mean management employees.

PM 3.20 TERMINATION OF SERVICES

Services of ~~certificated~~ *academic* employees may be terminated only in accordance with the provisions of the State Education Code. Recommendations for termination of services of ~~certificated~~ *academic* employees shall be initiated by the supervising administrator and channeled through the appropriate division to the Chancellor/Superintendent.

Distribution of Materials in Schools by Employee Organizations.

All organizations of school employees may use school delivery service for transmitting notices to employees. Such materials shall be presented for delivery clearly addressed to each school property packaged or sealed in envelopes. The Chancellor ~~/Superintendent~~ assumes no responsibility for the delivery or content of such material.

Names and Addresses of School Employees.

Employees' organizations desiring names and addresses of District employees shall submit a written request to the Chancellor ~~/Superintendent~~. Only one list shall be furnished an organization each year; the former listing held by the organization is to be returned. Requests from groups other than those specified above shall be submitted in writing to the Chancellor ~~/Superintendent~~. Permission can only be granted with employee consent.

Membership in Professional and Employee Organizations.

The Governing Board has approved the following policies for the District covering membership in professional and employee organizations:

All ~~certificated~~ *academic* employees and all classified employees of the San Francisco Community College District shall have complete freedom in selecting the professional or employee organizations, if any, which they may wish to join, without coercion of any kind from any administrative officer or other District employees.

Whatever courtesies are extended to any employee organization in the District shall be fully and unreservedly extended to all employee organizations.

The use of any coercion or pressure by any administrative officer or other district employee to influence any ~~certificated~~ *academic* or classified employee to join or refrain from joining any organization shall be deemed to be unprofessional conduct.

The limitations on use of productions of employees in the public schools is governed by Sections 78900 to 78906 of the State Education Code, which clearly state that no member of the Governing Board, officer, or employee of the District shall act as agent for any author, publisher, bookseller, or any other person to introduce any book, apparatus, furniture, or so contract for, or receive any gift or reward for introducing or recommending the article. These sections do not prohibit an ~~certificated~~ *academic* employee in the District from receiving royalties or other compensation from the publisher or producer of a book or other instructional material written and designed by the employee and adopted or purchased by the State or by any school district other than compensation paid as commission to the employee for negotiating sales to the District. The District shall not claim the right to receive any such royalty or compensation due to any employee unless the material was prepared during the normal working day during which the employee is required to be on duty.

Violations of the above regulations shall be deemed unprofessional conduct.

SALARIES

Compensation of ~~non-certificated~~ *classified* employees shall be fixed in accordance with applicable provisions of law.

Any payment of salary or compensation to an employee during military leave for training or active military duty shall be as provided for in the Military and Veterans Code and the Education Code. Upon cessation of the required payment of salary or compensation as provided by law, an employee who is a member of a reserve component of the Armed Forces of the United States or a member of the National Guard, upon application to the District may be eligible to receive additional periodic compensation from the District. This additional periodic compensation shall be an amount which, when added to the periodic compensation he/she is receiving from the military, shall approximately equal the basic contractual periodic salary payment the District would be obligated to pay the employee if he/she were actually rendering required service to the District during the employee's regular work calendar, but excluding additional compensation such as stipends, extra pay assignments or overtime assignments.

The employee is eligible for this additional compensation only during his/her active military duty and only during such periods where such active military duty is involuntary and only where such active military duty occurs during the required days of service of the employee. The District shall not pay any such additional compensation unless the employee applies in a timely manner to the District and provides satisfactory documentation in a timely manner as to his/her military salary and other information for the time period as required by the District. To the extent permitted by law, the District also shall not pay any such additional compensation unless and until the employee has satisfied his/her obligations to the District in a timely manner, including but not limited to the timely repayment of any overpayments of salary to the District.

It is the intent of the District not to confer any other benefit by this policy other than a benefit of additional compensation beyond the thirty days as required by the Military and Veterans Code and the Education Code; and the District shall determine, in its sole discretion, applicable rules and regulations to implement this policy which may include the voiding of the benefit if this intent is not met.

It is the policy of the ~~City and County of San Francisco~~ **San Francisco Community College District** and each of its officials, employees and agents acting in their official capacity to treat all persons equally and respectfully and to refrain from the willful or negligent use of slurs against any person on the basis of ~~race, color, creed, national origin, ancestry, age, sex, sexual orientation or disability~~ **contained in Policy Manual 3.02**. A slur as used in this policy is a word or combination of words that by its very utterance inflicts injury, offers little opportunity for response, appeals not to rational faculties, or is an unessential or gratuitous part of any exposition of fact or opinion. All persons are entitled by law to the right of equal treatment and respect. Slurs deprive members of the protected groups of this right by holding them up to public contempt, ridicule, shame, and disgrace and causing them to be shunned, avoided or injured in their occupation. By promoting ill will and rancor, slurs diminish peace and order.

The use of such slurs by ~~City District~~ officials or employees will be considered by ~~commissions, departments, agencies, boards, or appointing authorities as prima facie~~ evidence of the lack of competence of said ~~City District~~ officials and employees. Evidence of usage of such slurs shall be entered in job performance evaluations and shall be considered in evaluating the fitness of ~~City District~~ employees.

PM 5.01 STUDENT ACTIVITIES

A. General Purposes

Student activities are recognized by the District as an integral part of a total educational program. The instructional and student services departments are therefore, authorized to provide and encourage activity *and leadership* programs designed to afford students with experiences that have educational value for them as individuals in their social relationships and in the exercise of their responsibilities as citizens. These activities are considered to be the workshop in which many classroom concepts are put into practice. Administrators are authorized to provide adequate facilities, to allow for time in their regular schedules for individuals and groups to participate in such programs, and to assign personnel full or part-time to the supervision of these programs.

In implementing District student activity programs, the administration shall apply the following general policies:

An official organization of the student body shall be established to be known as the Associated Students. This organization is empowered to develop its structure of government, its fiscal policy, privileges of membership, election code, code of ethics, and the regulations of clubs. In so doing it will establish controls to insure compliance with all laws applicable to California Community College student government and student activities, including those dealing with memberships and initiation and with financial and accounting procedures.

No student is required to pay any fee or deposit not specifically authorized by law. Fees or deposits charged by student organizations in which the membership is entirely voluntary are in themselves voluntary assessments, and they shall not be the cause for denying any student the right to participate in any of the organized activities of the District.

Student body membership shall not be a condition of District enrollment. However, the campuses are authorized to permit the sale of such memberships, and the Associated Students may require such membership of students participating in activities ~~using~~ *which use* only Associated Student Funds, facilities, supplies, equipment, and property.

All student activities conducted on campus must comply with established requirements and each campus will publish procedures to this end. Such requirements will include provisions for *staff and* faculty sponsorships and ~~faculty~~ supervision. Neither the District nor the Associated Students will assume any responsibility for activities held off-campus which do not comply with the requirements set by the administration and requirements of the Education Code.

No action will be taken by the Associated Students which will interfere with lawful freedom of speech and assembly or otherwise deny access to an activity ~~on the basis of race, color, national origin, ethnic group identification, religion, age, sex, marital status, sexual orientation, or physical or mental disability.~~ *those bases as contained in Policy Manual Section 5.07.*

B. Vending Machines and Food Concessions Operated by Student Body Organizations

Student body organizations may be granted permission to operate campus vending machines *and food concessions* when authorized by the Chancellor, provided the request bears the prior approval of the appropriate administrator and otherwise conforms to requirements for such operations as may be determined as reasonable by the District administration.

C. Physical Examinations

Each student participating in interscholastic athletics is required to pass a medical examination. This examination is to cover the academic year of competition.

"Physician's Report of Medical Examination" must be signed by the parent or guardian of the athlete, if he or she is a minor, and by the examining physician.

PM 5.03 STUDENT SERVICES

Responsibility for the planning, development, coordination, and evaluation of student services will usually be delegated by the Chancellor to the appropriate persons and in accordance with District policies relating to shared governance. The ~~Provost~~ ***Vice Chancellor of Student Development*** will present organizational plans of the responsibilities of the staff in each student services program and any revisions thereof to the Chancellor.

The College will develop and maintain guidelines and regulations for the coordination of student programs and services to meet the postsecondary educational needs of College students.

PM 5.05 ADMISSION, CLASSIFICATION, TUITION, AND ENROLLMENT

A. Admission

The San Francisco Community College District admits all California residents and nonresidents who possess a high school diploma or the equivalent *in accordance with all applicable State regulations*. The District also admits other persons over 18 years of age who are capable of profiting from the instruction offered. ~~Students without a high school diploma or the equivalent shall be admitted as provisional students.~~ *In addition, the District admits persons under the age of 18 years who do not possess a high school diploma or the equivalent as "special part-time students" or on a full-time basis as provisional students.*

Restrictions on admission may be imposed in accordance with state law for the following reasons:

1. Protection of the financial health of the District, and of educational program integrity, including, but not limited to maintenance of the appropriate quality and scope of student educational opportunity.
2. The need to avoid overcrowding, in light of the available space of the District.
3. The priority that resident students not be displaced by students who do not reside in the District.
4. The avoidance of serious disruption in the ethnic balance of the student population of the District.

B. California Residency Classification

~~The College shall promulgate regulations prescribing the classification of all students as California residents pursuant to Education Code Section 68040, and/or as residents of the District pursuant to Education Code Sections 70902 and 78032. The regulations shall address the financial independence of students seeking a reclassification as a California resident pursuant to applicable state law.~~ *shall classify each student as a California resident or nonresident at the time of admission as prescribed by Title 5 of the California Code of Regulations, Section 54010, 54012, 54020, 54022, 54024, 54026, 54028, 54030, 54032, 54040, 54041, 54042, 54045, 54046, 54047, 54048, and 54050.*

C. Nonresident Tuition

1. Credit Classes. Students who are not California residents as of the District's residence determination date shall be charged nonresident tuition as provided by state law.
2. Noncredit Classes. Nonresident tuition is not applicable to adults enrolled in noncredit classes in English and citizenship for foreigners, classes in an elementary subject, classes for which high school credit is given when the student does not hold a high school diploma or as otherwise exempted by state law.

D. Enrollment

1. Enrollment Limitations. All courses claimed for state funding are open to enrollment by any student who has been admitted to the District and who meets such prerequisites as have been properly established for such courses. Course enrollment may be limited based on health and safety considerations, facility limitations, faculty workload, the availability of qualified instructors, funding limitations, the constraints of regional planning, or legal requirements imposed by statute, regulations or contract. The College shall promulgate fair and equitable procedures for determining course enrollment when any of the above bases for enrollment limitations are present.
2. Enrollment Fee. An enrollment fee or differential enrollment fee shall be charged of each District student in accordance with state law.

The District monitors the extent to which its students attain their educational goals related to completion of programs and graduation from the District. ~~In conformance with its participation in Federal Title 4 Programs, the District makes its completion or graduation rates available to all enrolled and prospective students.~~ *In compliance with Partnership for Excellence state goals, Federal Title 4 Programs and Federal Student Right to Know requirements, the District makes its completion or graduation rates available to all enrolled and prospective students.*

PM 5.12 WITHHOLDING OF STUDENT GRADES, TRANSCRIPTS, OR DIPLOMAS, AWARDS, CERTIFICATES OR COMPLETION AND REGISTRATION

Institutional services shall be withheld from students, or former students who have been notified in writing at the student's or former student's last known address *according to applicable laws and institutional policies. In addition, institutional services shall be withheld from students, or former students who have been notified in writing at the student's or former student's last known address* that he or she is in default on a loan or loans under either the Guaranteed Student Loan Program or the Supplemental Loan for Students Program *or any other Federally subsidized Title IV Loan Program*. "Institutional services" shall include the provision of grades, transcripts, ~~and diplomas,~~ *certificates, and awards* but not the withholding of registration privileges.

Student grades, transcripts, diplomas, *certificates of completion, awards,* and registration privileges shall be withheld from any student or former student who has been provided with written notice that he or she has failed to pay a proper financial obligation due to the District. Any ~~item~~ *services* withheld pursuant to this paragraph shall be released when the student satisfactorily meets the financial obligation.

The Board of Trustees establishes City College of San Francisco with campuses at *Aleman*y, Downtown, *Evans*, John Adams, Mission, Southeast, Chinatown/North Beach, Castro/Valencia, ~~John O'Connell~~, and Phelan as the primary sites for instruction and student services. Credit and noncredit courses and programs shall be offered at these sites so as to best address the needs of District students. Courses, programs and services may also be established within the District at off-campus and nonschool sites and the District may establish courses and use facilities outside of the District all in accordance with applicable law.

The Chancellor is the educational leader of the District.

Responsibility for the planning, development, coordination, and evaluation of the instructional programs will be delegated as appropriate by the Chancellor and in accordance with District policies relating to shared governance organizational plans of the responsibilities of the staff in each instructional program and any revisions thereof must be approved by the Chancellor.

All associate degree credit courses, non-degree credit courses and noncredit courses are to be recommended by a *the college* curriculum committee which is established in accordance with state law. Any courses which are properly recommended may be implemented only after the recommendation is adopted by the Board of Trustees. The Board shall also approve all community services classes.

The College shall determine a statement, symbol, numbering system or the equivalent that clearly indicates for each course whether the course is degree applicable, non-degree applicable, or noncredit. The information regarding courses shall be published in the catalog or an addendum to be available to all students at registration.

Each department will accept the professional responsibility of accepting and assisting student instructors, *counselor trainees*, and library trainees within the framework of the instructional program.

Student instructors will be accepted only on the basis of a contractual arrangement with the teacher training institution.

The Board authorizes the hire of faculty interns in accordance with state law.

It is the policy of the District, *pursuant to applicable law*, that all vocational or occupational training programs commenced subsequent to July 28, 1983, be reviewed ~~in accordance with law~~ every two (2) years by the Board. *This will* ~~to~~ assure that each program meets a documented labor market demand, does not represent unnecessary duplication of other such training programs in the area, is of demonstrated effectiveness as measured by the employment and completion success of its students. The Board will take all actions required pursuant to *applicable law*. ~~California Education Code Sections 78015 and 78016.~~

The Board and District staff shall be kept informed at each state of planning of a project. As architects complete each stage of planning and formalizing of drawings and specifications, the Board will be requested to react and, when required, to give formal approval.

Upon formal approval by the Board of the drawings and/or specifications for a project, the Chancellor/~~Superintendent~~ is authorized to sign all documents on behalf of the Board. Upon the award of construction contracts, the ~~President and the Secretary of the Board~~ *Chancellor or his/her designee* are authorized to sign such contracts.

The ~~Governing Board~~ **Board of Trustees** shall approve all sites, plans and specifications for new buildings. The Board shall approve all major repairs, alterations, additions, and maintenance work. ~~The Governing Board designates the Director of Public Works, City and County of San Francisco, as its agent to inspect and accept~~ Inspection and acceptance of new or remodeled buildings prior to occupancy and use shall be in accordance with state law.

~~PM 7.05 — PLANS AND SPECIFICATIONS TO BE CHECKED FOR UNUSUAL DEVICES~~

~~The Associate Director, Facilities and Planning, shall check all plans for construction projects and shall call to the attention of the Governing Board any new or unusual features in the plans.~~

PM 7.06 COMPLIANCE WITH STATE LAWS

In connection with any new construction or remodeling project, all State laws pertaining thereto shall be complied with including but not limited to the following:

Before letting any contract or contracts totaling ~~\$10,000.00~~ **\$150,000** or more, plans shall be submitted to the office of the Chancellor, California Community Colleges, and written approval obtained. (Education Code Section 81837).

Prospective building sites shall be investigated by competent personnel to ensure that final site selection is determined by an evaluation of all factors affecting the public interest ~~related to their potential for earthquake damage, initial and operating costs.~~ (Education Code Section 81033).

A detailed statement of the probable effect on the environment shall be included with each project proposal submitted to the Office of the Chancellor, California Community Colleges. (California Environmental Quality Act of 1970).

Approval of Documents for Work to be performed by City Departments.

The ~~Governing Board~~ **Board of Trustees** shall approve all job estimates for maintenance of the school plant, inter-departmental work orders, authorizations for work to city departments prior to commencement of the work, and encumbrances for services in connection with the District building program, except when the estimated amount is under ~~\$2,000.00~~, \$10,000 in which case ~~no prior approval shall be required~~ **the Chancellor or his/her designee is authorized to approve such work.**

~~Modification of Contracts.~~

~~The Governing Board may encumber funds for the construction of buildings. In addition, funds for the related inspection services and a maximum of ten percent of the total amount of the construction bid to cover modifications to the construction contract may be encumbered.~~

PM 7.08 SELECTION OF ARCHITECTS

Policy

~~1. Any architectural firm desiring to participate in construction and remodeling programs of the San Francisco Community College District shall file a letter of application and a brochure with the Associate Director, Facilities and Planning.~~

~~2. Architectural firms making application shall comply with the Standards of Ethical Practice set forth in the American Institute of Architects Document J330 and the provisions of Sections 12B.1 and 12B.2 of the San Francisco Administrative Code, Ordinance 261-66 as amended by Ordinance 340-68, which requires nondiscriminatory employment in all city contracts.~~

13. An Architect Nominating Committee shall be established for each approved project of the San Francisco Community College District. ~~Each Committee shall consist of at least seven members as follows:~~

~~1 Associate Director, Facilities and Planning, or his/her designated representative~~

~~1 Administration representative~~

~~2 Faculty representatives~~

~~2 Student representatives (non-voting)~~

~~1 City Architect or his designated representative as Architectural Advisor~~

Administration, faculty, *staff* and student representatives shall be selected in the normal manner for tripartite *shared governance* committees. The Chancellor/Superintendent may appoint additional members to the Committee when he deems it advisable.

2. *The selection of architectural firms shall be done in full compliance with the District's policy concerning MBE/WBE/LBE business enterprises.*

3. The procedure for the selection of a Master Plan or Campus Architect shall be the same as that for any other project.

Procedure

~~1. The Committee shall study and review the applications and brochures of the applicant firms.~~

~~2. The Associate Director, Facilities and Planning, shall schedule interviews as determined by the Committee.~~

3. The Committee shall conduct interviews with the principal architects listed in the applications. Architects may include rendering, slide or movie presentations and/or other type of visual communications. Following the interview, the Committee shall nominate a minimum of two and not more than three firms to the Chancellor/Superintendent.

4. The Chancellor/~~Superintendent~~ has the responsibility for making the final recommendation to the ~~Governing~~ Board *of Trustees*. ~~He/She may recommend any one of the three nominated firms to the Governing Board of Trustees for appointment, or he/she may reject all nominated firms and request the Committee to provide new nominations.~~
5. ~~After an Architect is appointed, an agreement shall be negotiated.~~
6. ~~The procedure for small projects shall be the same as above excepting that, for projects whose estimated cost of construction is less than \$500,000, the Chancellor/Superintendent may be delegated authority by the Governing Board of Trustees to recommend an Architect from the list of applications on file with the Associate Director, Facilities and Planning. Unless otherwise directed by the Governing Board of Trustees, such list of applicants shall remain effective until a new list is compiled for a subsequent major project.~~

PM 7.09 **EQUAL EMPLOYMENT OPPORTUNITY POLICY IN THE
PROCUREMENT OF SUPPLIES AND SERVICES**

It is the policy of the San Francisco Community College District to insure equal employment opportunity in the procurement of supplies and services. The District will work ~~in cooperation with and in conjunction with~~ *cooperatively with* the San Francisco Human Rights Commission in all phases of its Affirmative Action Policy. ~~and in conformance with Section 12B.1 and 12B.2 of the San Francisco Administrative Code, Ordinance 261-66 as amended by Ordinance 340-68 which require non-discriminatory employment in all City Contracts.~~

The San Francisco Community College District is an Equal Opportunity Employer. It is the intent of the ~~Governing Board~~ *Board of Trustees* that all prospective bidders for the procurement of other supplies and services required by the District shall be in compliance with the provisions of the Equal Employment Opportunity Commission's guidelines.

The ~~Governing Board~~ **Board of Trustees** supports a policy for the use of union labor to the full extent allowed by law; ~~that transportables will be actually manufactured in San Francisco and constructed on the site with the use of the same method in obtaining the contractor as is used in all other building construction.~~

Furthermore, that prior to awarding a bid to a firm, a review will be made in order to ascertain whether or not the low bidder has had a history of causing labor disturbances or if there has been a record of non-compliance with the Affirmative Action Program of the ~~City and County of San Francisco~~ **Community College District**. If the Board finds such to be the case, new bids will be called for *in accordance with law*.

PM 7.12 POLICY REGARDING FLAGS AT HALF-STAFF

Within the San Francisco Community College District, national and state flags shall be flown at half-staff only in compliance with official Federal, state, city and county directives, or Board resolution.

The Chancellor/~~Superintendent~~ is authorized to direct flags to be lowered to half-staff on the day of death and until the burial of a student, employee or former employee of the San Francisco Community College District.

~~PM 7.13~~ MAINTENANCE AND OPERATION

~~Functions in the area of maintenance and operation shall include repair and maintenance of plant, safety, security, and use of facilities.~~

~~PM 7.14 REPAIR AND MAINTENANCE OF PLANT~~

~~The Associate Director, Facilities and Planning, shall be responsible for arranging for the repair and maintenance of all District grounds, buildings and fixed equipment. Site Administrators will initiate budget requests for such repairs and maintenance.~~

Each site administrator shall institute safe practices and conduct periodic safety inspections of facilities. Any hazardous conditions of building and/or equipment beyond the means of the administrator to correct, shall be reported to the ***Director of Operations*** ~~President of the College, the President of the Community College Centers Division or their designees~~ for action.

MEMORIALS AND NAMING BUILDINGS

It is the policy of the Board of Trustees that memorials shall not be placed in District buildings or grounds, provided, however, that memorials commemorating former faculty or students who have given their lives in public service may be so placed when authorized by the Chancellor/~~Superintendent~~.

In no case ~~excepting an ex-president of the United States~~ should a building be named after a person living at the time the building is erected without specific authorization from the Board. The naming of the building after a living person should be a rare exception and clearly justified. Furthermore, if a building is being replaced, consideration should be given to giving the new building the name of the building it replaces.

In the spirit of shared governance, the Chancellor shall consult and seek advice from the appropriate advisory committee.

PM 7.18 ART ENRICHMENT OF CONSTRUCTION PROJECTS

Policy

In order to contribute to the enjoyment, education and enlightenment of students and the public, it is the policy of the San Francisco Community College District to ensure art enrichment of all newly constructed buildings by appropriating and allocating ~~at least two percent~~ **a portion** of the estimated cost of construction **of new buildings** to works of art. Such art should be appropriate both for the immediate site and for the community which will view it. Since the opportunities for younger and mid-career artists in the public art area are limited, they should be encouraged to apply.

Nomination of Artists

Artists to be commissioned for works of art in District construction projects shall be selected ~~using the following procedure~~ **by the District's Works of Art Committee.**

- ~~1. The project architect shall prepare outline specifications and drawings which show the location of various pieces of art, a maquette or model to illustrate his proposal, and a budget for each piece at each location.~~
- ~~2. The project architect shall preview his concept specifications maquette and budget with the District Building Committee, the Governing Board, and the Visual Arts Committee of the San Francisco Art Commission.~~
- ~~3. When the concept has been approved by the Governing Board and the Visual Arts Committee, the Chancellor/Superintendent shall request the Art Commission staff to notify the artistic community (local including District art faculty, State and National) through every appropriate means and request submission of qualifications and portfolio including photographs and/or sketches of completed or incompleted related work.~~
- ~~4. The project architect, representative(s) of the District appointed by the Chancellor/Superintendent and a member(s) of the Visual Arts Committee as advisor shall screen all applications received by the Art Commission and select a panel of six artists for further considerations for each art enrichment project.~~

~~Nomination of Artist~~ Continued

~~5. The work of the impaneled artists shall be reviewed by an Artist Nominating Committee established for each construction project constituted as follows:~~

~~1 Associate Director, Facilities and Planning, or his designated representative~~

~~1 Administrative representative~~

~~2 Faculty representatives~~

~~2 Student representatives~~

~~1 Project architect or his designated representative~~

~~1 Member of the Visual Arts Committee as advisor~~

~~The Art Commission will provide staff assistance to the Committee as required. This Committee shall select three artists to prepare and submit maquettes illustrating their concept of the art enrichment for final evaluation.~~

~~6. The Nominating Committee, augmented by a member of the Civic Design Committee of the Art Commission when considered appropriate for architectural reasons, shall interview the artists, review the models submitted, evaluate the artistic concepts, and make their recommendation to the Chancellor/Superintendent.~~

~~7. The Chancellor/Superintendent shall recommend one of the three artists nominated by the District's Works of Art Committee to the Governing Board Board of Trustees for approval and appointment.~~

~~8. The Chancellor/Superintendent shall request the Director of Public Works, as the agent of the Governing Board, to negotiate agreement(s) for the professional services of the artist(s) approved by the Governing Board and to execute the appointment(s).~~

~~Nomination of Artist Continued~~

- ~~5. The work of the impaneled artists shall be reviewed by an Artist Nominating Committee established for each construction project constituted as follows:~~

~~1 Associate Director, Facilities and Planning, or his designated representative~~

~~1 Administrative representative~~

~~2 Faculty representatives~~

~~2 Student representatives~~

~~1 Project architect or his designated representative~~

~~1 Member of the Visual Arts Committee as advisor~~

~~The Art Commission will provide staff assistance to the Committee as required. This Committee shall select three artists to prepare and submit maquettes illustrating their concept of the art enrichment for final evaluation.~~

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- ~~7. The Chancellor/Superintendent shall recommend one of the three artists nominated by the District's Works of Art Committee to the Governing Board Board of Trustees for approval and appointment.~~

- ~~8. The Chancellor/Superintendent shall request the Director of Public Works, as the agent of the Governing Board, to negotiate agreement(s) for the professional services of the artist(s) approved by the Governing Board and to execute the appointment(s).~~

PM 7.20 CONSERVATION

The San Francisco Community College District recognizes its responsibility to conserve our State's energy resources. Also, the District acknowledges the need to reduce the wastes of these resources to the lowest possible level without adversely affecting the basic mission of its ~~College and Centers~~ *campuses*. To this end, the planning, operation and maintenance of the physical facilities of the San Francisco Community College District shall have as an element the due regard for the conservation of our nation's and state's dwindling natural resources. Fossil fuels, electrical energy and water are the District's particular focuses. In this connection, the published conservation guidelines of the Federal government, the State of California, and the City and County of San Francisco are hereby adopted for the District. Implementing procedures and actions are contained in the Administrative Regulations.

PM 7.21 MINORITY/WOMEN BUSINESS ENTERPRISES - PUBLIC WORKS
CONTRACT

It is the policy of the San Francisco Community College District in awarding a public works contract as the term is defined in the Public Contract Code that the award of contract shall be made to the lowest responsible bidder meeting minority business enterprise and women business enterprise participation requirements as set forth in Section 2000 of the Public Contract Code *in accordance with both state law and the District's MBE/WBE/LBE policy as set forth in section 7.23 of this manual.*

AUDITING

A certified public accountant firm of certified public accountants or a joint venture of *firms* of certified public accountants shall be retained by the Board of Trustees to audit annually all the funds, books and accounts of the District. The audit shall be conducted in such a manner as to comply with 1) applicable provisions of the Education Code and state regulations, 2) the federal Single Audit Act [Title 31, United States Code, Section 7501 et seq.], 3) applicable requirements and standards set forth by the Department of Finance, and 4) the guidelines published by the American Institute of Certified Public Accountants in its Industry Audit Guide "Audits of State and Local Governmental Units."

'The auditor must be duly authorized to practice and licensed as such by the State Board of Accountancy. The auditor shall be selected by the Board of Trustees from proposals submitted pursuant to an advertised Request for Proposals - Auditing Services in accordance with **state and federal law**. ~~the federal provisions of Attachment 0 of the Office of Management and Budget (OMB) Circular A-102.~~

The auditor ~~shall~~ *may* be retained for a period of *up to* four (4) consecutive years ~~unless work or the proposed fee for the second or third or fourth year is found to be unsatisfactory to the Board.~~

The Board shall review the annual audit at one of its regularly scheduled public meetings.

Use of the name of any school of the District, or the use of the name of any department of the District or the use of the name of the District, or any abbreviations of such names, in the solicitation of funds or property or other uses specified in law, shall not be allowed unless approved in writing by the Chancellor or ~~Chief Operating Officer or~~ ***Vice Chancellor of Administration and Finance***, or the appropriate designee as established by Board resolution.

~~PM 8.05 SUPPLIES AND SERVICES~~

~~Function in the area of supplies and services shall include procurement of supplies, equipment, and services, maintenance of records pertaining to equipment and supplies, sale of equipment and materials, insurance coverage, transportation of employees and students, and distribution and storage of supplies and equipment.~~

CONTRACTING FOR WINDOW WASHING SERVICES

~~It is the policy of the Board of Trustees that all window washing services contracts must provide that any person performing labor thereunder shall be paid not less than the prevailing rate of wages in private employment for similar work.~~

~~The invitation to bid shall include the above requirement on a window washing services contract.~~



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

2nd Reading
P2

DATE: January 27, 2000

TO: Board of Trustees

FROM: Lawrence Wong, President
Natalie Berg, Trustee
James Haskell Mayo II, Trustee

Subject: **POLICY MANUAL**
Amending the SFCCD Policy Manual
(Resolution 000127-P2)

BACKGROUND INFORMATION:

The San Francisco Community College District has long prohibited discrimination affecting employment and educational opportunities on many bases as described in established District policies. However, even though the District does not discriminate on the basis of gender identity, its policies do not make such an explicit declaration. Additionally, its separate policies on AIDS/ARC and Domestic Partners should be updated as appropriate and incorporated into both PM 3.02 – Equal Employment Opportunity and Affirmative Action and PM 5.07–Equal Educational Opportunity For Students.

San Francisco Community College District Policy Manual reads in part as follows:

"Adoption of Policies. Any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, providing notice of said intended action has been given at a previous meeting. . . ."

RECOMMENDATION

WHEREAS: Notice was given at a prior meeting
(December 16, 1999) of the Board of Trustees of the San Francisco Community College District that proposed amendments to the San Francisco Community College Policy Manual Sections – PM 1.12 - AIDS/ARC Policy Statement, PM 1.16 - Domestic Partners, PM 3.02 - Equal Employment Opportunity and Affirmative Action, and PM 5.07 - Equal Educational Opportunity for Students, shall be acted upon at the next meeting of the Board of Trustees on January 27, 2000.

01/27/00 – P2 page 1

BOARD OF TRUSTEES

LAWRENCE WONG, PRESIDENT • DR. ANITA GRIER, VICE PRESIDENT • DR. NATALIE BERG
ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • ROBERT P. VARNI
DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLVED: That the San Francisco Community College District Policy Manual Sections PM 1.12 - AIDS/ARC Policy Statement, PM 1.16 - Domestic Partners, PM 3.02 - Equal Employment Opportunity and Affirmative Action, and PM 5.07 - Equal Educational Opportunity for Students, be amended to read as follows: (NOTE: Additions or substitutions are indicated by ***bold italics*** and deletions are indicated by ~~strikeout~~.)

President Lawrence Wong, Originator
Trustee Natalie Berg, Originator
Trustee James Haskell Mayo II, Originator

01/27/00 – P2 page 2

~~The San Francisco Community College District is committed to providing a safe as well as fair, sensitive and non-discriminatory environment which is in compliance with federal, state, and local regulations. According to medical evidence, individuals with AIDS/ARC, or who are perceived as having AIDS/ARC, do not present a health risk to others in the classroom nor in the workplace. Whenever possible, the District will provide students, faculty, and staff with current information on AIDS/ARC from available medical sources.~~

~~The San Francisco Community College District will treat all employees and the students equally, regardless of whether they have AIDS/ARC, are susceptible to AIDS/ARC, are related to or reside with persons having AIDS/ARC, or have tested positive for the HTLV-III antibody. An individual with AIDS/ARC will not be denied employment or enrollment for instruction in the District as long as he/she is able to perform in accordance with the respective standards of each position. Furthermore, the District will not require an individual to undergo antibody testing, nor other AIDS/ARC medical screening, as a condition of employment or enrollment.~~

~~The District will not deny a person who has AIDS/ARC any benefits for which he/she is eligible. The District endorses the San Francisco Municipal Ordinance, PROHIBITING DISCRIMINATION ON THE BASIS OF AIDS AND ASSOCIATED CONDITIONS (SECT. 1, PART II, CHAP VIII, ARTICLE 38).~~

~~PM 1.16 DOMESTIC PARTNERS~~

~~The San Francisco Community College District hereby declares its intention to acknowledge and recognize the domestic partners of its employees, to the extent allowed by law and where not otherwise provided for.~~

~~The District shall determine, in its sole discretion, applicable rules and regulations to implement this policy.~~

PM 3.02 EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION

The San Francisco Community College District declares and reaffirms its commitment to the principle of Equal Employment Opportunity and shall adhere to all Federal and State statutes and regulations governing the employment practices of this District. The District shall provide equal employment opportunity for all persons in all job categories of employment. Such equality of opportunity shall be based on job-related bonafide occupational qualifications and shall be without discrimination because of race, color, ethnic group identification, national origin, ancestry, religion, gender, age, marital status, ~~handicapped conditions~~ **disability or AIDS/HIV status**, medical conditions, sexual orientation, **gender identity, domestic partner status** or status as a Vietnam-Era veteran.

The Governing Board recognizes that it is not enough to proclaim that the District does not discriminate in employment but that efforts must be made to build an environment in which opportunity is indeed equal. The District's Affirmative Action Program includes various methods by which equal employment opportunity for all is to be made a reality. The objective of the Program is to achieve equal opportunity by recognizing and overcoming the effects of past discrimination in employment.

The Board relies upon the commitment and the good faith efforts on the part of all management staff, faculty groups, classified staff, students and community at large to implement the Affirmative Action Program.

The District shall develop an affirmative action plan. The purpose of the plan is to create result-oriented procedures to insure nondiscrimination in employment, promotion, transfer, and assignment on the basis of race, color, ethnic group identification, national origin, ancestry, religion, gender, age, marital status, ~~handicapped conditions~~ **disability or AIDS/HIV status**, medical conditions, sexual orientation, **gender identity, domestic partner status** or status as a Vietnam-Era veteran. The plan shall be applied to all levels of employment procedure and to all position classifications.

The Board is accountable for the overall Affirmative Action Program. The Board delegates the responsibility and the accountability for the Affirmative Action Program to the Chancellor. The Affirmative Action Officer ~~who reports to the Chancellor~~, shall oversee the day to day implementation of the program. All administrators and staff persons who are involved in the employment process, act as agents of the Board, and are held accountable in carrying out the Board's policy in Equal Opportunity Employment and Affirmative Action.

The District will update and reaffirm this policy statement annually.

EQUAL EDUCATIONAL OPPORTUNITY FOR STUDENTS

It is the policy of the San Francisco Community College District to provide all persons with equal educational opportunities in all of its educational programs and activities regardless of race, color, national origin, ethnic group identification, ancestry, religion, age, sex, marital status, sexual orientation, *gender identity, domestic partner status, physical or mental disability or AIDS/HIV status*.

The San Francisco Community College District complies with Title 6 ~~VI~~ of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title ~~9~~ IX of the Education Amendments of 1972, The Americans With Disabilities Act, California Government Code Section 11135 et seq., and all other applicable statutes and regulations with all applicable requirements related to receipt of federal and/or state funds.

The compliance officer for purposes of this policy is the District Affirmative Action Officer.



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

S1

DATE: January 27, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL

Adopting the San Francisco Community College District's Initial Proposals to the American Federation of Teachers, Local 2121, for a Successor Collective Bargaining Agreement, After Public Comment (Resolution No: 000127-S1)

BACKGROUND INFORMATION:

The present Collective Bargaining Agreement between the San Francisco Community College District (District) and the American Federation of Teachers, Local 2121, (AFT) will expire on June 30, 2000. On December 16, 1999, by Resolution No. 991216-S1, the Board of Trustees (1) made public the Initial Proposals of the AFT and of the District for a Successor Collective Bargaining Agreement, and (2) established January 2000 as the month for the public meeting at which the public would be given the opportunity to comment on the Initial Proposals of the AFT and of the District for a Successor Collective Bargaining Agreement. On January 27, 2000, the Board of Trustees solicited advance public response to the Initial Proposals of the AFT and of the District for a Successor Collective Bargaining Agreement by placing a special order of business on its agenda for the January 27, 2000, public meeting. Government Code Section 3547 requires in relevant part that (a) all initial proposals of exclusive representatives and of public school employers which relate to matters within the scope of representation shall be presented at a public meeting of the public school employer and thereafter shall be public records, (b) meeting and negotiating shall not take place on any proposal until a reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer, and (c) after the public has had the opportunity to express itself, the public school employer shall, at a meeting which is open to the public, adopt its initial proposal.

RECOMMENDATION:

RESOLVED: That the Board of Trustees hereby adopts the District's Initial Proposals to the AFT for a Successor Collective Bargaining Agreement.

Lawrence C. Klein, Originator

01/27/00 S1 page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000 **S2**

To: Board of Trustees

From: Dr. Philip R. Day, Chancellor

Subject: **ADOPTION OF FINDINGS OF FACT**
Recommendation of Expulsion of Student
(Resolution No. 000127-S2)

BACKGROUND INFORMATION:

On October 14, 1999, a hearing was held before a District hearing officer in the question of the suspension/expulsion of a student case no.: 990000003. The hearing officer prepared a report with Findings of Fact and Conclusions. The College administration reviewed the report and recommended expulsion to me. I confirmed the interim suspension and has recommended expulsion of the student.

The Board of Trustees at its closed session of January 27, 2000, confirmed my recommendation.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby adopts the Findings of Fact and Conclusions of the hearing officer, dated October 14, 1999 and Recommendation of the Chancellor dated October 28, 1999; and

FURTHER BE IT RESOLVED: That pursuant to Education Code Sections 72122 and 76030 the student, Case #990000003 be and is hereby expelled as a student of the San Francisco Community College District effective January 27, 2000, for cause, including (1) Continued disruptive behavior, continued willful disobedience, habitual profanity or vulgarity or the open and/or persistent abuse of, District personnel or officials acting in the performance of their duties; (2) Assault or battery, abuse, extortion, or any threat of force or violence directed toward any member of the District community or District visitor engaged in authorized activities; (3) Obstruction or disruption of classes, administration, disciplinary procedures, governance processes, or authorized activities; (4) Violation of District rules and regulations including those concerning student organizations, the use

of college facilities, or the time, place and manner of public expression or distribution of materials; (5) Gambling, disorderly, lewd, indecent, obscene, or offensive conduct or expression which interferes with the District's primary educational responsibility; (6) Failure to comply with directions of District officials, faculty, staff or campus police officers who are acting in the performance of their duties; (7) Persistent, serious misconduct where other means of correction have failed to bring about proper conduct; (8) Violation of the City College of San Francisco Sexual Harassment Policy; and that as a condition of this expulsion, the student be denied access to any and all facilities of the District.

Frank Chong, Originator

01/27/00 - S2 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000 **S3**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL
Authorization for the San Francisco
Community College District to Participate in
the California Commission on Peace Officers
Standards and Training Program (POST)
(Resolution No. 000127-S3)

BACKGROUND INFORMATION:

The Commission on Peace Officer Standards and Training is a state agency which was formally established in 1959. The POST Commission establishes minimum selection and training standards for the state peace officers. Additionally, the Commission provides counseling on improving management practices within public safety departments and provides financial assistance to support the training of peace officers and other public safety department employees.

Recently, the California State Legislature passed legislation mandating that schools and College Districts with Police Departments adhere to the POST minimum requirements in the hiring of peace officers. Additionally, the California Legislature has required special POST Training for all peace officers working on school or college campuses.

This resolution requests authorization for a POST Commission Team to visit the College to evaluate current procedures and practices. Additionally, the POST Team would make recommendations for the improvement of our Public Safety Department. The POST process could result in POST Certification of the Public Safety Department thereby making the department eligible for reimbursement for training associated with POST requirements.

01/27/00 –S3 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

WHEREAS, pursuant to Section 13510.5 and 13512 of Chapter I, of Title 4, Part 4 of the Penal Code, the District needs to adhere to the standards for recruitment and training established by the California Commission on Peace Officer Standards and Training.

THEREFORE, BE IT RESOLVED, that the Governing Board of Trustees of the San Francisco Community College District does hereby approve of the District's participation in the California Commission on POST Program.

BE IT FURTHER RESOLVED, that the Commission and its representatives may visit the college and make such inquiries as deemed appropriate by the Commission to ascertain the District Peace Officer personnel to be in compliance with standards for recruitment and training established by the California Commission on POST.

Charles N. Collins, Originator
01/27/00 -S3 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

S4

Subject: SPECIAL
Recommend authorizing the administration to establish wage rates/premiums and benefit levels for the classification of Engineer Assistant (1041) (Resolution No. 000127-S4)

BACKGROUND INFORMATION:

The Administration intends to appoint an incumbent to the classification of Engineer Assistant (1041) effective on or about January 31, 2000. The 1041 classification has not previously been utilized by the District. Therefore, the Administration recommends that the Board of Trustees authorize the Administration to establish wage rates/premiums and benefit levels for the 1041 classification.

RECOMMENDATION:

RESOLVED: That the Board of Trustees: (1) authorizes the Administration to establish the hourly wage rates for fiscal year 1999-2000 for the 1041 classification as follows: \$27.14 at Step 1; \$28.50 at Step 2; \$29.92 at Step 3; \$31.42 at Step 4; and \$33.00 at Step 5, and (2) authorizes the Administration to establish benefit levels for the 1041 classification consistent with the benefit levels provided in the current Collective Bargaining Agreement between Service Employees International Union, Local 790, and the District, as appropriate; and

FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Finance and Administration, and/or their designee(s), are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

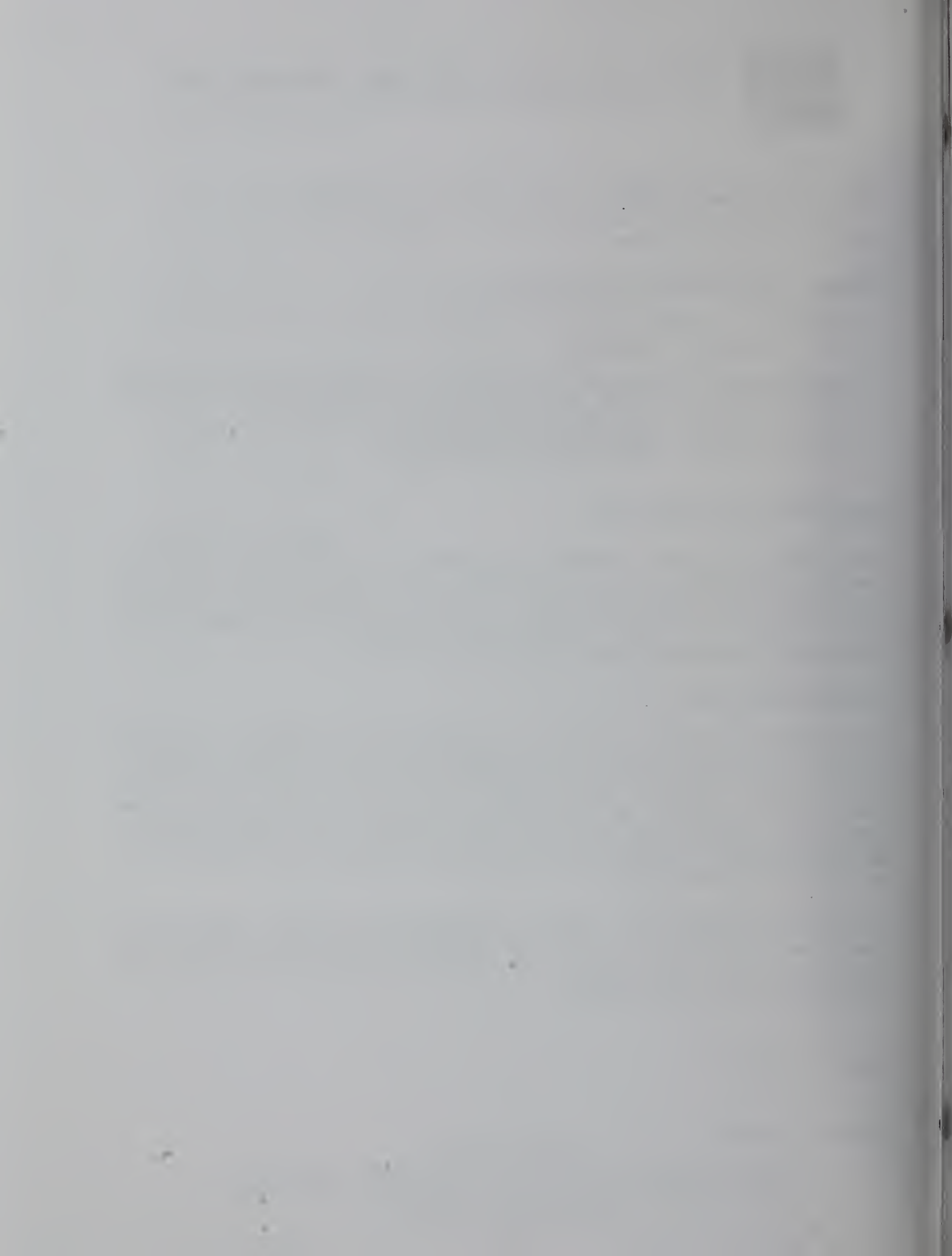
Clara Starr, Originator

01/27/00 – S4 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

S5

SUBJECT: SPECIAL

Recommend (1) Modifying Board of Trustees Resolution No. 990729.S2 to delete the classification Chief Systems Accountant (1659), and to include the classification of Financial Systems Supervisor (1670), and (2) authorizing the Administration to establish wage rates/premiums and benefit levels for the 1670 classification. (Resolution No. 000127-S5)

BACKGROUND INFORMATION:

On July 29, 1999, the Board of Trustees adopted amended wage rates for Unrepresented classified Management, Supervisory, or Confidential employees for Fiscal Year 1999-2000. Subsequent to that action, the Department of Human Resources for the City and County of San Francisco informed the District of its intent to eliminate the 1659 classification and of its action to establish the 1670 classification. In light of these actions, the Administration recommends (1) modifying Board of Trustees Resolution No. 990729-S2 to eliminate the 1659 classification as soon as practical, and to include the 1670 classification, and (2) authorizing the Administration to establish wage rates/premiums and benefit levels for the 1670 classification commensurate with the duties and responsibilities of the position.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to (1) modifies Resolution No. 990729-S2 to eliminate the 1659 classification as soon as practical, and to include the 1670 classification; (2) authorizes the Administration to establish the hourly wage rates for fiscal year 1999-2000 for the 1670 classification as follows: \$32.45 at Step 1; \$34.06 at Step 2; \$35.79 at Step 3; \$37.56 at Step 4; and \$39.45 at Step 5, and (2) authorizes the Administration to establish benefit levels for the 1659 classification consistent with the benefit levels provided to other unrepresented classified management, supervisory and confidential employees, as appropriate; and

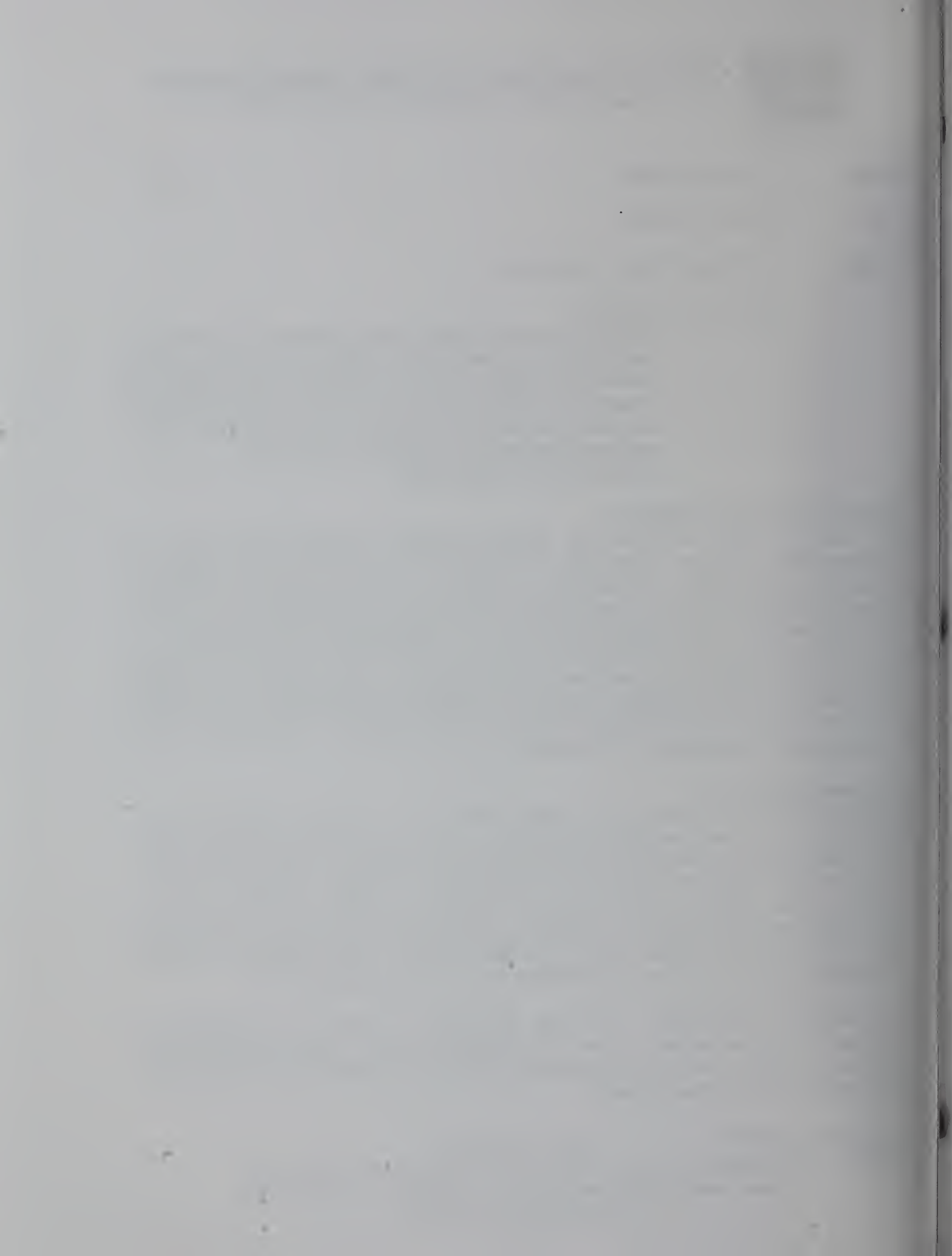
FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Finance and Administration, and/or their designee(s), are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Clara Starr, Originator
01/27/00 – S5 Page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000

S6

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **SPECIAL**
Annual Institutional Planning Objectives
(Resolution No.000127-S6)

BACKGROUND INFORMATION:

Consistent with our calendar for the new planning and budgeting system, I am recommending for your consideration the college's proposed Annual Institutional Planning Objectives (AIPO) for 2000-2001. This "plan" identifies the key objectives that our college community identifies and regards as the priority considerations and activities they would like to engage in during the upcoming year (2000-2001). Successful achievement of these objectives would suggest that the institution is making progress toward achieving its strategic goals and objectives. Some objectives may/will be carried over into the following year and others will be recommended to be added to ensure that we continue to achieve progress.

WHEREAS: The proposed Annual Plan for 2000-2001 was developed and approved by the newly created Planning and Budgeting Council and has their full support.

WHEREAS: Once approval is granted, the document will become the "principal source document" to guide all of the budget administrators as they develop their 2000-2001 budget requests.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby approves the recommended AIPO 2000-2001, a copy of which is on file in the Chancellor's office, and by this reference is incorporated into this resolution, and

FURTHER BE IT RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby directs the Chancellor to develop College Budget 2000-2001 Requests in a manner consistent with those objectives.

Dr. Philip R. Day, Jr., Originator

01/27/00 – S6 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

ANNUAL INSTITUTIONAL PLAN CITY COLLEGE OF SAN FRANCISCO 2000/2001

The Annual Plan is based primarily upon the College's Strategic Plan plus other recent College plans, program reviews, studies and, most recently, college-sponsored listening sessions. The Annual Plan serves as an operational version of the College's plans for a one-year period; it consists of a set of institutional objectives that are to be achieved by the College through the efforts of its various college units and their regular budgets. Thus, the unit plans are linked to the annual plan, just as the annual plan is linked to the College's overall Strategic Plan. Implementation will follow established college processes and procedures.

The annual institutional objectives are developed in two categories: Basic Operational Objectives (maintenance of effort objectives) and Developmental Objectives (growth objectives as well as new initiatives). The developmental objectives are mostly drawn from the strategic priorities that are to be addressed in 1999/2000 as stated in the College plans cited in the parentheses.

Progress in achieving these objectives will be evaluated during a mid-year and end of year evaluation review. The College recognizes that periodic changes in objectives also will be necessary to adapt to new unanticipated situations. All major cost centers at the college will discuss their progress and achievements and their assessment will be incorporated into the mid-year and final end of year reports.

Operational Objectives

These objectives represent the basic maintenance-of-effort activities of the institution and account for a sizable level of the institutional resources and efforts.

1. To provide high quality educational programs and courses for associate degrees, transfer to baccalaureate institutions, career education and workforce training, English as a Second Language, adult high school diploma, non-credit, and cultural enrichment, lifelong learning.
2. To provide high quality student development and educational services in areas of financial aid, student information, admissions and records, matriculation, advisement, counseling, career and job placement, childcare, academic support, and library and learning, resources.
3. To provide high quality extra-classroom opportunities in areas of cultural, recreational and educational activities.
4. To provide high quality services in the areas of fiscal affairs, facilities management, data processing, enrollment management, public information, comprehensive planning, research, institutional effectiveness and assessment, fund raising and grants, personnel management, academic management, faculty/staff development, and executive leadership.
5. To continue to maintain a high level commitment to college participatory governance for faculty, classified staff, students and administrators.

Developmental Objectives

These objectives represent the improvement and expansion activities of the institution and account for varying levels of institutional resources and effort. The developmental objectives are organized under the six institutional goals established in the college Strategic Plan. They are:

- I. Enhance Access to City College of San Francisco
- II. Promote Student Success in Achievement of Educational Goals
- III. Improve Satisfaction with College Services
- IV. Promote a Supportive and Positive Workplace
- V. Manage Resources Effectively
- VI. Pursue Highest Standards of Educational Excellence

DRAFT
DEVELOPMENTAL OBJECTIVES
ANNUAL PLAN
2000/2001

Enhance Access to City College of San Francisco

1. Establish a systematic enrollment development and management planning effort
 - 1.1. Develop and implement an enrollment development plan including marketing, recruitment and outreach
 - 1.2. implement an enrollment management plan based upon the review of registration priorities, Title V regulation parameters, class scheduling, class cancellation ,etc.
2. Expand recruitment and outreach to residents of San Francisco
 - 2.1. Establish office to coordinate outreach and recruitment program throughout the District
 - 2.2. Develop plan to increase visibility and image of college programs and services within City and County of San Francisco
3. Expand and improve linkages with high schools
 - 3.1. Expand number of articulation agreements with SFUSD
 - 3.2. Continue to develop School to Career pathway agreements with SFUSD and employers
 - 3.3. Expand number of programs with high schools
 - 3.4. Continue to hold joint Board and staff meetings at least once a year with SFUSD

Promote Student Success in Achievement of Educational Goals

4. Implement and evaluate Partnership for Excellence-funded initiatives
5. Improve delivery of educational services
 - 5.1. Complete the development of an Education Plan providing strategic direction for the CCSF schools and campuses, embracing especially the areas of academic development, student development, and technology development.
 - 5.2. Investigate feasibility of establishment of flexible scheduling and programming such as a weekend college, modularized programs, etc.
 - 5.3. Review and revise GED Assessment and Testing program in accordance with GED guidelines
 - 5.4. Establish additional linkages between non-credit ESL and Transitional Studies programs and vocational/technical programs
 - 5.5. Continue to develop and implement Transitional Studies curriculum redesign
 - 5.6. Examine feasibility of establishing collegewide career services program
 - 5.7. Continue to promote multi-cultural diversity through college programs
 - 5.8. Review vocational/technical programs to align with requirements of Workforce Investment Act
 - 5.9. Continue to expand transfer support programs for students seeking to transfer to baccalaureate institutions

- 6. Complete Title III projects and begin preparation for new grant application
 - 6.1. Begin discussions for new Title III grant application which will be due in 2002
- 7. Review and develop the College's organizational capacity to develop a comprehensive workforce education and economic development effort
 - 7.1. Increase institutional responsiveness to economic development trends and workforce demands
 - 7.2. Expand collaboration with business and industry to review and update programs and services
 - 7.3. Expand or create educational delivery systems to address the changing needs for workforce training and education
 - 7.4. Provide leadership in regional economic development and workforce training efforts
 - 7.5. Develop and implement a new organizational approach to better respond to business and industry needs and requirements
- 8. Hire replacement faculty for college educational programs
 - 8.1. Recruit qualified diverse applicants to college hiring pools
 - 8.2. Pursue diversity hiring.

Improve Satisfaction with College Services

- 9. Plan and develop a comprehensive and improved delivery system of student support services
 - 9.1. Continue to improve delivery of matriculation services (admissions, assessment, counseling, advising, transfer and placement)
 - 9.2. Continue to develop and revise matriculation services to non-credit programs
 - 9.3. Expand childcare programs
 - 9.4. Continue to improve financial aid services
 - 9.5. Develop Internet-based Student Services Delivery system and where feasible implement,
 - 9.5.1.1.Outreach to potential new CCSF students
 - 9.5.1.2.Admission of new CCSF students
 - 9.5.1.3.Assessment of new CCSF students
 - 9.5.1.4.Registration of new CCSF students
 - 9.5.1.5.Financial aid information and applications for CCSF students
 - 9.5.1.6.Counseling for CCSF students
 - 9.5.1.7.Tutoring and supplemental instruction for CCSF students
- 10. Continue the installation of a collegewide technology infrastructure and increase opportunities to use technology by faculty, staff and students
 - 10.1. Continue to install college-wide communications network infrastructure
 - 10.2. Continue to provide technical support for offices, labs and classrooms including on-line support, help desk support
 - 10.3. Expand utilization of Banner modules and continue Banner training for administration, faculty and staff
 - 10.4. Merge Title III staff with the Technology Learning Center
 - 10.5. Establish first phase of the Education Technology Office

- 10.6. Continue staff development training program for faculty, staff and administrators
- 10.7. Foster development of full and partial on-line courses
- 10.8. Complete update and revision of college Education Technology Plan
- 10.9. Continue to address the special access needs of students with disabilities

Promote a Supportive and Positive Workplace

- 11. Remodel college facilities
 - 11.1. Complete work on new shops and warehouse building
 - 11.2. Continue to implement bond-financed architecture projects for health and safety and remodeling work for district-owned campuses and begin construction
 - 11.3. Initiatives related to improving facilities
 - 11.4. Develop and implement signage and landscaping plan for the campuses
- 12. Continue to develop supportive working environment for all CCSF employees
 - 12.1. Continue to conduct multi-cultural diversity programs
 - 12.2. Review and upgrade health/safety programs at the College including office computer ergonomic issues, disaster preparedness procedures
- 13. Continue to pursue state funding for college projects
 - 13.1. Develop plans and prospects for the Balboa Reservoir Area
 - 13.2. Continue the development of the Chinatown/North campus site
 - 13.3. Continue the development of the Mission campus site
 - 13.4. Continue the development of other CCSF facility projects including the gymnasium and other renovation projects.

Manage Resources Effectively

- 14. Continue to improve the college planning and budgeting system
 - 14.1. Inclusion of Five Year Capital Outlay Plan
 - 14.2. Establish Mid-Year and End-of-Year Reporting
- 15. Introduce a process for developing a new strategic plan for the college.
- 16. Continue to increase the college's productivity levels while maintaining customer satisfaction levels
- 17. Expand alternative revenue sources and institutional advancement opportunities for the college
 - 17.1. Use Office of College Development and Office of Research, Planning and Grants to implement college development plan
 - 17.2. Increase revenues from Office of Contract and Continuing Education
 - 17.3. Expand international student enrollments where appropriate
- 18. Revitalize the college's institutional advancement office and increase the level of resources secured through fund-raising and philanthropic activities.
 - 18.1. Hire a Dean of Development
 - 18.2. Develop an institutional advancement plan
 - 18.3. Explore an alumni-giving initiative

Pursue Highest Standards of Educational Excellence

19. Initiate and complete the college enhanced self-study on teaching, learning and student success
20. Expand college institutional effectiveness reporting
 - 20.1 Implement a system of performance outcomes based upon institutional indicators reflecting the measures established by the state for the Partnership for Excellence initiative and reflecting the desired institutional outcomes for CCSF.
 - 20.2 Develop an electronic data system within *Banner* to support student tracking, advising, early alerts and goal completion
 - 20.3 Establish collegewide surveys of students based upon their varied experience with the college from point of entry to exit
 - 20.4 Expand collegewide surveys of all administrative services and operations.



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: January 27, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

S7

Subject: SPECIAL

Authorizing the District to require classified employees who drive motor vehicles as a requirement of performing their jobs to provide a valid copy of their motor vehicle driving record at the start of their employment and annually every August thereafter.
(Resolution No. 000127-S7)

BACKGROUND INFORMATION:

It is necessary for the College staff positions that require employees to drive motor vehicles as part of their jobs responsibilities. In an attempt to minimize the District's exposure to risk and associated liability, the people hired for and who retain these positions should demonstrate safe driving practices that are supported by their driving history. To that end it is imperative that the District hire and retain those employees with little or no motor vehicle infractions on their records.

RECOMMENDATION:

RESOLVED: That effective February 1, 2000, the Board of Trustees of the San Francisco Community College District hereby authorizes the District to require current and new classified employees who drive motor vehicles as a requirement of performing their jobs to provide valid copies of their current motor vehicle driver's license driving record at the start of their employment and annually every August thereafter, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

01/27/00 - S7 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

DATE: January 27, 2000

W1

TO: Board of Trustees

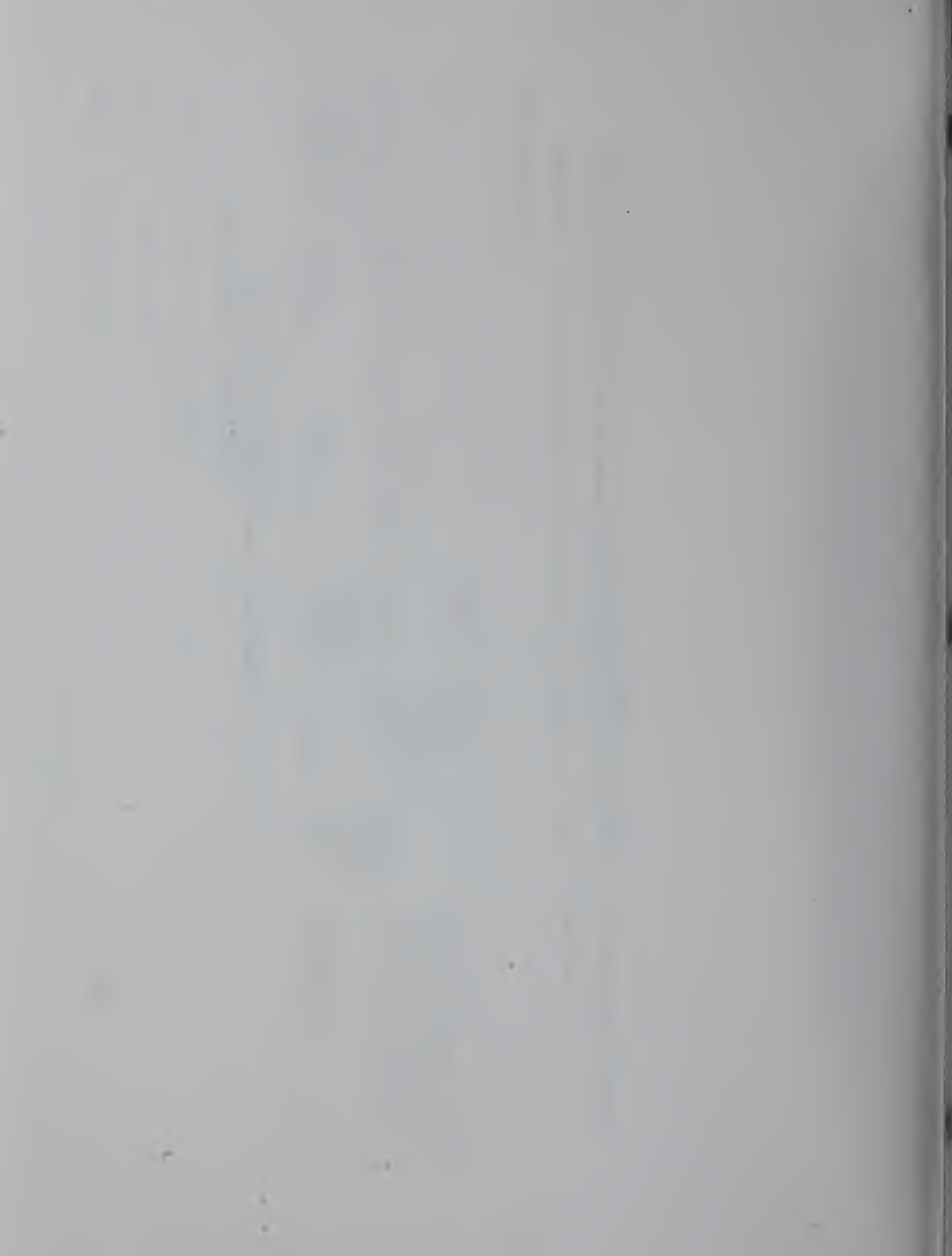
FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: RENTAL AGREEMENTS
Authorization to modify existing rental agreements totaling \$600.
(Resolution No. 000127-W1)

<u>ORIGINAL RESOLUTION NUMBER</u>	<u>GRANTOR/ LESSOR</u>	<u>CONTRACT DATE</u>	<u>ORIGINAL TOTAL AMOUNT</u>	<u>CHANGE</u>	<u>NEW TOTAL NOT TO EXCEED</u>	<u>COMMENTS: ORIGINATOR</u>
A 990624-W1	First Chinese Baptist Church of San Francisco	August 1, 1999 through February 28, 2000	\$1,400	\$600 Extend date to May 31, 2000	\$2,000	To extend a month to month sublease at 888 Clay St. for classroom use to May 31, 2000. Originator: Stephen J. Herman
			Total	\$600		

RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendment to the Resolution as indicated in the table, and
FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby
authorized to execute any and all documents on behalf of the District to effectuate this resolution.



FOR INFORMATION ONLY

Honorable Board of Trustees of the
San Francisco Community College District

Subject: Report on contracts under \$50,000, Office of Contract Education,
City College of San Francisco, January 2000

This report is for information only on contracts that the Office of Contract Education negotiated or amended under \$50,000 for the month of January 2000.

- On-Lok Senior Health Services – Contract total \$3,530, term January 12, 2000 to April 12, 2000, for providing a 24-hour basic conversational Spanish class.
- County of Sonoma, Department of Health Services – Contract total \$24,494, term January 3, 2000 to February 15, 2000, for providing a 40-hour “Lead Related Construction for Supervisors and Project Monitors” training program to the Department’s painters and building inspectors.





HUMAN RESOURCES DEPARTMENT

33 GOUGH STREET • SAN FRANCISCO, CA 94103 • FACULTY/ADMINISTRATORS 415. 241.2246
CLASSIFIED • 415. 241.2252 • FAX. 415. 241.2335

INFORMATION REPORT
NO ACTION NECESSARY

DATE: 01/27/00

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Chancellor's Report -
Academic Employees
Acceptance of Resignation and/or
Resignation with the Intent to Retire
(000127 - RPT)

The following academic employees have submitted, and the Chancellor has accepted, their resignations pursuant to Governing Board Resolution No. 910228-S7.

Resignation from the District Service

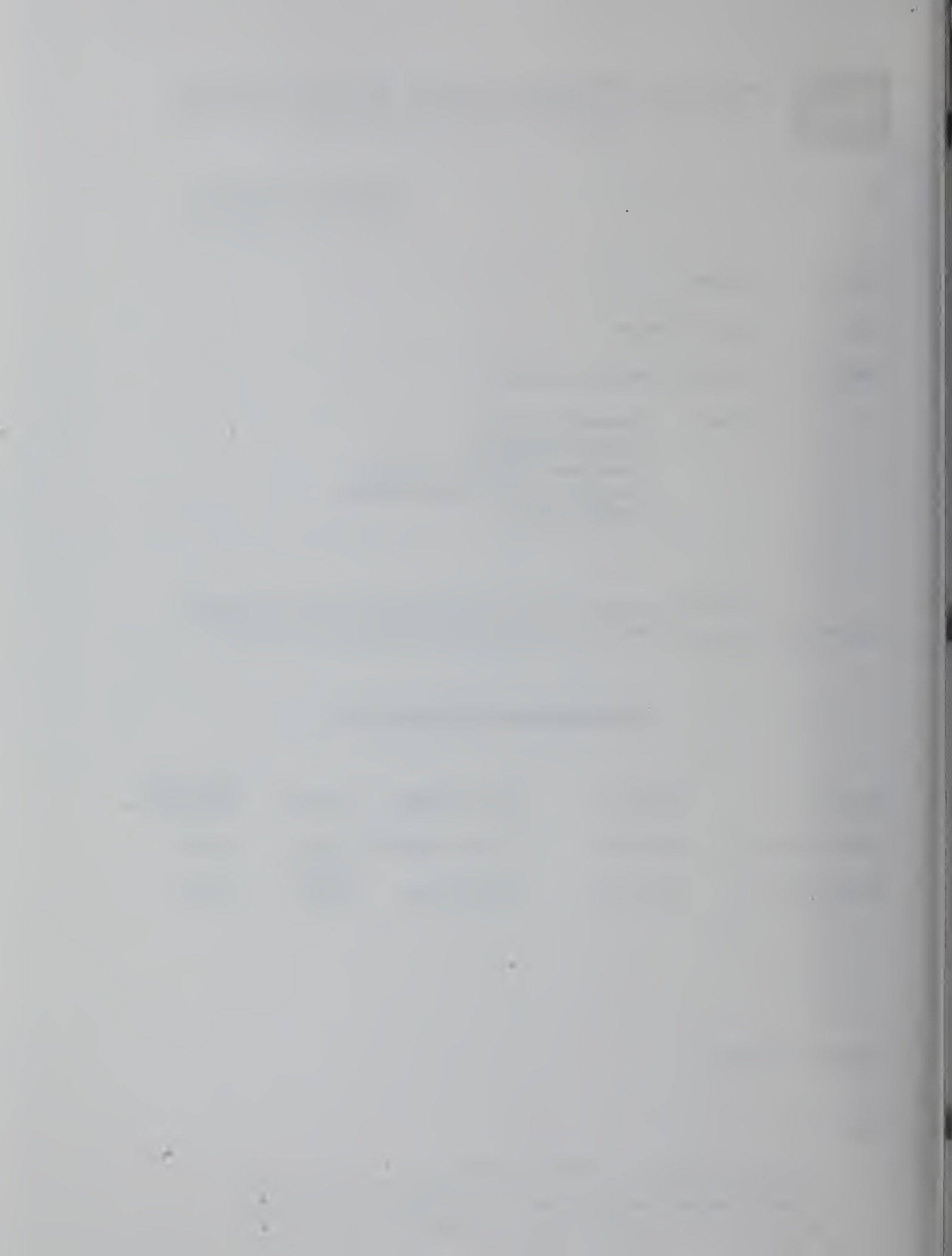
<u>NAME</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>CAMPUS</u>	<u>EFFECTIVE COB DATE</u>
Bente, Thomas	Part-Time	Foreign Languages	Castro/ Valencia	12/21/98
Bishop, Karen L.	Part-Time	Social Science	Phelan	01/15/98

Clara Starr, Originator

Page 1 of 2

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR





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TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Chancellor's Report -
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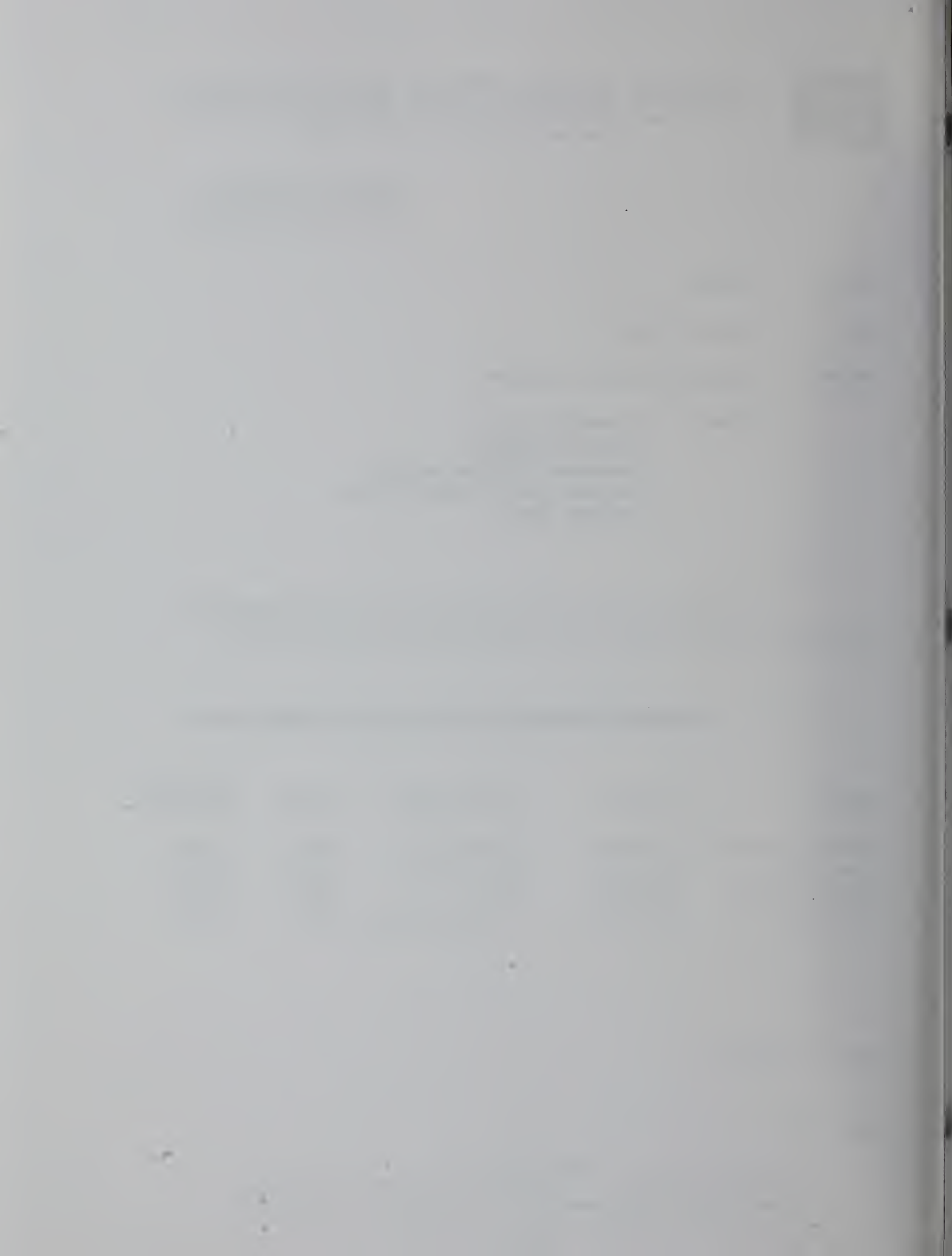
<u>NAME</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>CAMPUS</u>	<u>EFFECTIVE COB DATE</u>
Cabellon-Dever, Linda	Part-Time	Older Adults	JAD	12/22/99
Conrad, Susan	Full-Time	P.E and Dance	Phelan	05/26/00
Fiorentini, Teresa C.	Full-Time	ESL	JAD	12/22/99
Frias, Manuel	Full-Time	Transitional Studies	JAD	01/18/00

Clara Starr, Originator

Page 2 of 2

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CHANCELLOR'S REPORT

◆ Chancellor's Monthly Report – January 2000

Attachments include:

- Proposal for Non-credit Programmatic and Funding Changes
- Governor's Budget Summary
- Dr. Day's Flex Day Speech
- A copy of the Institutional Self Study for Reaffirmation and Accreditation (circulated to Board only)

CHANCELLOR'S

REPORT

OF THE CHANCELLOR OF THE EXCHEQUER

FOR THE YEAR 1890

IN ANSWER TO A RESOLUTION OF THE HOUSE OF COMMONS

PASSED ON THE 11TH MARCH 1891

AND IN ACCORDANCE WITH AN ORDER OF THE HOUSE

PASSED ON THE 11TH MARCH 1891

PRINTED BY THE STATIONER GENERAL



OFFICE OF THE CHANCELLOR

50 PHELAN AVENUE • BOX E200 • SAN FRANCISCO, CA 94112 • 415. 239.3303 • FAX 415. 239.3918

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr.
Chancellor

SUBJECT: Monthly Report—January 2000

The New Year, New Century, New Millinium begins ... and so does our Spring Semester, 2000. This has been a very active month despite the intersession break. I would like to touch upon a few matters, which reflect areas where I have been spending a lot of my time this past month.

First, the state level activity is starting to “heat-up”. I attended the State Board of Governor’s meeting and specifically the Committee on Finance. My purpose was twofold. Primarily, I wanted to acquire first hand knowledge of the Governor’s Budget recommendations for community colleges. Under separate cover I have forwarded to you a brief summary and, as I stated in my communication, that situation will get better.

My second purpose was to continue to network and lobby for the Non-credit funding. This was particularly important because the Funding Formula Task Force (of which I am a member) was scheduled to meet on January 13th, at which time the Executive Vice-Chancellor for Finance (Patrick Lenz) would unveil his version of a Non-credit funding proposal. So, it was important to keep abreast of these developments and lobby key individuals on the Board of Governors and the statewide Consultation Council.

Our Task Force met as planned, and the proposal that was presented was fair and (while different than the one I authored) responsive to our expectations. A copy of the “Proposal for Non-Credit Programmatic and Funding Changes” is attached. The proposal is a simple, straightforward funding augmentation of \$320 per FTES for Non-credit. It does include a two-tiered approach to funding that actually serves to benefit City College. If this proposal is ultimately approved and funded by the Board of Governors’, the Legislature, and the Governor, it would represent an additional \$4 million in base funding support. There is a lot of work to be done in getting this proposal through the various process and consultation steps but the work we have done already puts us in a strong position to get the desired outcome. I intend to stay very involved in this effort. The payoff for us is enormous, and together with other potential developments regarding COLA, Growth, and Partnership for Excellence, etc., this could be a good year for City College.

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DR. PHILIP R. DAY, JR., CHANCELLOR

At the local level, I (with the direct support of Phyllis McGuire, our Dean of Applied and Vocational Education and Greg Johnson, one of our Counselors, who has been reassigned to help manage the new One-Stop Center on Mission Avenue) have been working very directly with Mr. Will Lightbourne, head of the City's Department of Social and Human Services, to help position the City to meet the challenges and requirements of the new Workforce Investment Act (formerly JTPA/Private Industry Council). It has been a "bear" of a problem, complicated by the fact that the Governor has just now appointed the Statewide Workforce Investment Board to oversee the state's plans for implementation. The Act was passed nearly two-years ago and the State has until June 30, 2000 to get a plan together detailing how it and all of the local districts (including San Francisco) will accommodate the new legislation. City College has a lot riding on these developments. We do receive a sizable amount of contracts and grants currently (and will in the future) at the local and state levels. The Workforce Investment Boards will oversee all Department of labor funding for education and training; all funds previously associated with the Adult Educations and Literacy Act; and in the future it is expected that all Perkins Vocation Education Funds, as well as Welfare-to-Work/CALWORKS dollars, will fall under the authority of this new entity. Therefore, it is imperative that we be "on the bus" and as close to the "drivers' seat" (if not in it) as possible. I'll keep you posted on these developments.

I also wanted to give you a "heads-up" on an upcoming event scheduled for 1 p.m. Wednesday, February 2, 2000. The college (along with other agencies) is sponsoring a "**Voter Outreach**" event at the Phelan campus of City College. Secretary of State Bill Jones has agreed to participate and Governor Davis has also been invited (attendance not confirmed). You may want to participate. If you have any questions, please don't hesitate to contact Ann Zinn directly.

We have finished the search process for both the Dean of Counseling and Vice-Chancellor of Student Development positions and I will be coming forward with a recommendation on both at our January meeting.

Also included (important to say) is a copy of the Institutional Self Study for Reaffirmation of Accreditation for City College. Sandra Barbara Cabral, Sandra Handler, and Karen Grant did a "first class" job of finalizing the report. Later, in early February, we will be having a special workshop and executive briefing session for the Board in order to facilitate our preparation and readiness for the Visiting Team's on-site review scheduled for February 22-24.

Other activities that I have been involved in this month are reflected below.

Attachments

PRDJ: jws

January, 2000 Activities

- 1) Delivered welcoming remarks to new international students.
- 2) Met with George Chu to discuss follow-up activities to the China Project.
- 3) Met with Bob Gabriner and his staff with regards to student survey.
- 4) Met with Will Lightbourne, Executive Director of the Department of Human Services.
- 5) Attended a meeting of Private Industry Council's Strategic Transition Committee at 33 Gough Auditorium.
- 6) Met with Bill Liskamm, CCSF consulting architect, to discuss follow-up plans for the Balboa, Ingleside, and Ocean Avenue projects.
- 7) Attended One Stop Governance Committee Meeting at the Department of Human Services Office.
- 8) Attended meeting of the Finance Committee in Sacramento.
- 9) Interviewed finalists for the Vice Chancellor of Student Development position.
- 10) Attended a meeting of the Private Industry Council's Executive Committee.
- 11) Attended, with Leslie Smith, a meeting of the Funding Formula Task Force in Sacramento.
- 12) Gave keynote address at the Diego Rivera Theater for Spring 2000 Flex Day and met with members of Administrators Council and officers of the Academic Senate and Classified Senate.
- 13) Attended the Martin Luther King Civic Committee's Breakfast celebration at the Palace Hotel, along with some Board members and administrators, participated in MLK March, sponsored by Glide Memorial Church.
- 14) Met with members of CCSF's Legislative Team – Peter Goldstein, Dale Shimasaki and Leslie Smith.
- 15) Attended meeting of the CEOCCC Board of Directors in Sacramento.
- 16) Attended meeting of the Board of Supervisors' Treasury Oversight Committee at City Hall.

- 17) Met with members of the Administrators' Council.
- 18) Interviewed finalists for the Associate Dean of Admission and Records (Non-credit).
- 19) Met with Sandra Handler, Barbara Cabral, and Karen Grant with regard to upcoming Accreditation Team visit.
- 20) Met with leadership of AFT 2121.
- 21) Met with Academic Senate Executive Committee.
- 22) Met with leadership of SEIU Local 21 to discuss issues and concerns.
- 23) Met with the President of Osaka Community College here to observe classes at CCSF.
- 24) Attended the American Council on Education (ACE) President's Roundtable at Mills Colleges in Oakland.

File



STATE OF CALIFORNIA

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

102 Q STREET
SACRAMENTO, CA 95814-6511
(916) 445-8752
HTTP://WWW.CCCCO.EDU

TO: Patrick Lenz

FROM: Victoria P. Morrow *[Signature]*

SUBJECT: Proposal for Noncredit Programmatic and Funding Changes

Synopsis: In response to your recent request that staff within the Educational Services and Economic Development Division develop a fast-tracked, three to five page concept paper for a 2000-2001 noncredit budget proposal, I am forwarding the attached proposal for your consideration. Please note that this proposal has not yet been presented to nor endorsed by the Joint Board Committee on Noncredit and Adult Education (JBC) which has also been charged by the Board of Governors and the State Board of Education with the task of determining the merits of developing a 2001-2002 Budget Change Proposal. This proposal short-cuts the intended deliberative process in order to advance by one year the time by which colleges might receive additional support for noncredit programs, but at the cost of not assuring in advance that the system favors the changes proposed.

The basic thrust of this proposal is that the Legislature could be asked, as part of the May Revise, to increase the reimbursement rate for noncredit instruction, fulfilling identified state interests (workforce preparation and welfare reform). Colleges would be permitted to choose whether they would tailor their noncredit instruction in part or whole to achieve targeted goals. If they so elected, they would receive additional support (proposal costs are based upon the assumption that one half the current 83.5K FTES might turn out to be reimbursed at the higher rate, projected to be approximately \$320 per targeted FTES, or one-quarter of the difference between current average credit and noncredit rates). Colleges could continue to offer already authorized noncredit instruction in subjects not particularly relevant to this new focus, but at no increase in funding. The result would be the creation of two reimbursement rates, the greater of which might help build needed infrastructure for all noncredit delivery. To the extent that particular colleges have already designed noncredit instruction in a way that fulfills targeted state interests, adoption of the proposal would increase support without requiring program modification. However, to the extent that colleges have not yet designed conforming programs, some program development would be needed before additional support would be authorized under the proposal.

Attachment

cc: Tom Nussbaum
Ed Gould
Christopher Cabaldon
Ronn Farland
Norma Morris
Lynn Miller

Draft Concept Paper – Increased Funding for Noncredit

January 4, 2000

Community college noncredit education is ideally situated to help solve the problems of workforce preparation and welfare reform now underway in California. Noncredit instruction could fulfill the educational goals of those who are often the hardest to educate, but additional revenue to support infrastructure development is needed for community colleges to succeed in delivering effective noncredit instruction.

To gain the agreement of the Legislature for additional funding, a system proposal is needed that would clarify the mission of community college noncredit education. A proposal for improvement of noncredit funding will only be successful if it shows how these instructional programs can be tailored to achieve significant workforce preparation and welfare reform outcomes. Colleges should receive additional revenue for delivering programs that advance these crucial State goals.

This does not mean that colleges should be asked to give up providing instruction in already authorized areas aside from these goals, but funding enhancements might only be provided to the extent colleges expand their offerings and services in the key curriculum areas for workforce preparation and welfare reform.

What are the characteristics of noncredit education that should be better supported by State funding? There are four:

- First, the education received must lead to the student's achievement of goals that are critical to State interests; i.e., becoming prepared for sustaining employment or further education ~~at the degree credit level.~~ ✓
- Second, for the system to increasingly produce these outcomes, more curriculum design work will be needed to link course work into programs, or sequences that build upon prior instruction. More courses should be linked together to reinforce the development of student competencies needed for today's skill-intensive economy. Student attendance in course sequences, or noncredit programs, leading to sustaining employment or further ~~degree credit~~ education would be reimbursed at a higher rate than student attendance in noncredit course work not so designed. ✓ no reference to degree credit are on
- The third characteristic of noncredit instruction that should be eligible for better funding is intersegmental articulation. Colleges could be required as a condition of additional reimbursement to widely announce the availability of their programs, and to work with other local providers so that students can transfer into the community college noncredit programs smoothly, with no loss of recognition for coursework already completed.
- Fourth, colleges that receive improved funding should be expected to collect complete information on student characteristics, instructional and support activities, and educational outcomes. These compiled reports can be prepared for the system and for individual districts that will detail the value of noncredit programs in achieving crucial State goals, and/or define needed improvements within or across segments.

The recommended increment for noncredit instruction that meets the criteria defined above would need to be negotiated, but a case can be made for augmenting the noncredit reimbursement rate by one-quarter of the difference between the current credit rate and noncredit rates systemwide (approximately \$320/FTES). Simulations of the total amount of the budget increase associated with this proposal should be based upon the assumption that in the first cycle following enactment of the proposal, perhaps half of the FTES claimed would be for instruction delivered on targeted goals and thus reimbursed at the higher rate.

Increasing attendance reimbursement rates for sequenced noncredit instruction in areas critical to State interests would provide colleges with the revenue they need to support infrastructure developments. Potential areas benefiting from this revenue include hiring additional full time staff and improving compensation, providing noncredit students access to adequate library materials and advanced technologies, and providing counseling and placement services.

In addition to requesting local assistance funds to support colleges' noncredit programmatic reform efforts, funds should also be sought to build the needed statewide structure that would provide technical assistance, promote interdistrict and intersegmental collaboration, and ensure accountability. A portion of the improved funding should be set aside to be competitively awarded to districts that, under contract with the Chancellor's Office, would carry out parts of these needed functions on behalf of the entire system. Funds for state operations of the Chancellor's Office should also be increased to provide for needed oversight activities, such as approving new programs, and preparing the additional reports envisioned in the proposal.




OFFICE OF THE CHANCELLOR

50 PHELAN AVENUE • BOX E200 • SAN FRANCISCO, CA 94112 • 415 239.3303 • FAX 415. 239.3918

MEMORANDUM

DATE: January 11, 2000

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr. 
Chancellor

SUBJECT: Governor's Budget Recommendations

Attached for your review, is a brief summary of the Governor's Budget as it relates to community colleges. In light of the huge surplus we are sitting on in the State, I do believe that the Governor could have done better by us but, we are better off (at this point) than last year at this time (\$86M over last year's Governor's recommended budget).

There is some room for optimism. I do believe the Legislature will address our concerns and priorities. I do believe enrollment growth will be eventually targeted at 4%; the Partnership for Excellence Support will be increased at least to \$50M; and (I believe) the Economic Development and Equalization funds will be restored, including non-credit.

I'll keep you advised with the particulars as they evolve. Thanks and if you have any questions, please contact me directly.

Attachment

PRDJ:jcd

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State Budget Update--#1, January 10, 2000

The Governor's January Budget proposes to modestly increase spending for community colleges, including a \$25 million increase to the Partnership for Excellence program. The increase would be contingent on adoption of more ambitious goals for the system to meet the "higher expectations of the Administration."

The Governor's Budget would increase spending for community colleges by 6.5%, while increasing spending for the University of California by 9.3% and the California State University by 7.5%.

Specifically, the Governor proposes to fund enrollment growth at 3% and provide a statutory cost-of-living adjustment of 2.84%. The Governor proposed to increase funding for student outreach and access programs, including \$5.1 million for the Disabled Students Programs and Services (DSPS) program, \$6 million for the Extended Opportunities Programs and Services (EOPS) program, and \$1 million for the Puente Project.

Finally, the Governor proposed to provide \$150,000 to the California Postsecondary Education Commission (CPEC) to study community college part-time faculty, pursuant to AB 420 (Wildman) and proposes to add 7,000 new Cal Grants, including 3,500 new Cal Grant Bs, a substantial percentage of which would be dedicated to community college students.

Details about each proposed augmentation are listed below the following chart. To read the Governor's budget documents, visit www.dof.ca.gov.

<i>Ongoing Funds</i>	<i>CCC System Request</i>	<i>Governor's Budget Proposal</i>
COLA	252,821,000 (2.75%)	103,080,000 (2.84%)
Growth	144,475,000 (4%)	105,715,000 (3%)
Partnership for Excellence	155,000,000	25,000,000
Equalization	15,000,000	Not Proposed.
Student Outreach and Access Programs	27,909,000	12,100,000
Faculty and Staff Diversity and Quality	18,700,000	Not proposed.
Telecommunications and Technology Infrastructure Program	16,300,000	6,300,000
Economic Development	9,924,000	Not proposed.
Scheduled Maintenance and Special Repairs	38,000,000	10,000,000
Workforce Equipment	Not proposed.	5,000,000
Total	533,654,000	267,195,000

<i>One-time Funds</i>		
Instructional Equipment Scheduled Maintenance Block Grant	35,000,000	Not proposed.
Federal Ethnicity and Race Reporting	3,520,000	Not proposed.
Workforce Equipment	45,000,000	Not proposed.
<i>One-time PVEA Funds</i>		
Energy Savings Projects	10,000,000	Not proposed.

Growth (3%) - Will serve approximately 29,700 new full-time equivalent students.

Partnership for Excellence - \$25 million, set aside to encourage higher levels of positive student outcomes, contingent on the development of more ambitious and rigorous goals.

Disabled Students Programs and Services - \$1.3 million for translation of written textbooks to Braille; \$3.6 million to provide closed captioning to distance learning courses for hearing impaired students; \$260,000 to the high Tech Center Training Unit for statewide coordination and training.

Extended Opportunities Programs and Services - \$6 million to serve an additional 10,000 low-income students.

Puente Project - Expansion of program to at least 35 more colleges.

Telecommunications and Technology Infrastructure - \$4 million for local technology upgrades according to TTIP plan; \$2.3 million to implement audio bridging and telephone conferencing to enhance distance learning, support services, and shared governance activities.

Workforce Development Instructional Equipment - \$5 million to institute competitive matching grants. Up to 10% may be used for training of staff on new equipment.

MID-YEAR ADDRESS

“THE JOURNEY TO 2000 – AND BEYOND”

Dr. Philip R. Day, Jr., Chancellor

January 14, 2000

As you know by now, Dr. David Spence was not able to be with us today and despite our efforts to find an appropriate alternate, we were not successful in that regard. So, you're stuck with me. For those among you who might be tempted to think that I'm really trying to avoid “testing the limits” of my faculty by asking them to stay around on the Friday afternoon before the start of the first week of classes to hear their Chancellor spew forth words of wisdom and philosophy, nothing could be further from the truth. I am supremely confident that all of you would have had the necessary “staying power” and keen interest and would not have tried to get an early start on the week-end. Actually, the only person that might be out that doorway on a Friday afternoon faster than you, is myself, particularly after the week I've had. So, we'll both derive value-added benefit from this change and leave it at that.

My speech today has two parts. The first reflects my thoughts on the start of our first semester in the new millennium. The second part will be a bit more pragmatic and will cover a few areas where I feel that it would represent a lost opportunity if I did not brief you on the status of the state's budget, personnel changes that are in the works, and some matters related to organization.

So let me begin!

When the sun rose on Saturday morning two weeks ago, it was the 23rd day of Tevet in the year 5670 by the Jewish calendar; the 25th day of the 11th month in 4697, the year of the early rabbit, by the Chinese tradition; the 24th day of Ramadan in 1420 under the Islamic calendar; and the 10th day of Pausa in 1921 according to the national calendar of India. But for the western world, it was January 1, 2000 – the beginning of a new day, a new month, a new year, a new century, and a new millennium. As someone has said: Never have three zeros added up to so much.

The temptation today is to highlight the closing century in nostalgic terms and to talk about the new century in futuristic tones, making predications of course about what it will bring. But we have only to recite a few famous predictions from the 20th century to dispel any notions of psychic wisdom. Here are some of the more stunning ones:

“Heavier-than-air flying machines are impossible” – Lord Kelvin, of the British Royal Society, on thermodynamics, 1890s

"Everything that can be invented has been invented" – Charles Duell, Director of the U.S. Patent Office, 1899

"There is no likelihood man can ever tap the power of the atom" – Robert Milliken, 1923

"Who the hell wants to hear actors talk?" – H.M. Warner, Warner Brothers, 1927

"I think there is a world market for maybe five computers" – Thomas Watson, IBM, 1943

No, I am not tempted to make any predictions today for the world, for the state, for the college, or even for myself. Instead, I am drawn at this turn of the century more to the grand sweep of things. In the midst of the concerns about endings and beginnings, the reminders of our mistakes in the past and the promises of resolutions for the future, I have been thinking of the quality of *endurance*, particularly as it relates to our enterprise, the enterprise of education.

When you think of it, what we are engaged in has been around a long time and it seems unlikely to be replaced in the foreseeable future. Higher education is a timeless enterprise: it arises from centuries of history and we hold it in trust for succeeding generations.

Today, I have chosen to devote this address to a reflection on the enduring qualities of a college – the elements we praise and that which we value for the future. In speaking of the enduring qualities of a college, I am thinking of those that define the good college. Perhaps we should say the excellent college, but I somehow feel that the word excellent is used so often it has almost lost its defining edge. What does it mean to be a good college? Is it what attracted us to this calling originally? And does being a good college still have the power to inspire us?

Declamation of a Good College

Midway in my second year as your chancellor, I have gained the impression that it might be the right time for going "back to the basics" and considering what it means to be the good college. To be more specific, I have felt there to be a growing sense of hopefulness and reawakened aspirations for City College. Many of you have shared with me your views about the difficult years of this college when hopefulness seemed dormant for a while. You have traversed a difficult path, sometimes with uncertain leadership and occasionally with events appearing out of control. Some of you feel that there is something now underway which you have described as a change from hopelessness to hopefulness.

Over the holidays, I received many words of encouragement, often written on greeting cards or just expressed in the hallway. One card especially caught my attention. A member of the staff spoke about "a new sense of caring" and "making things work," about "helping us to help ourselves and each other," and about "realizing that we can work together." She concluded by expressing her *optimism* for the future of her second home. To this writer, I

would like to say: I am grateful for your words more than you know and I genuinely hope you are expressing the confidence of all your colleagues as well.

For myself, I feel that there is an extraordinarily hospitable climate here for doing what this college community wants done and what I came to do. And perhaps we should declare it publicly and collectively: We do see the potential in each other; we are realizing we can work together; and we have optimism for the future of our second home.

Roots of the Good College

Yes, I feel it is appropriate and timely to call this a good college and to recognize the elements that make us a good college. But how does one speak authentically about what it means to be a good college? In preparing these remarks, I pondered quite a while and then it occurred to me. In this millennial year, why not look to the origins of the college to discover the marks of what makes us what we are? So let us roll the clock back, with the help of Charles Homer Haskins and his little book entitled, *The Rise of Universities*. Our roots go back a long way, all the way to the middle ages, specifically the 12th and 13th centuries. There we find the beginnings of faculties organized as colleges, offering courses of study, administering examinations, and awarding diplomas. There were no libraries, laboratories, or museums – not even buildings for a while. And there was no board of trustees, no catalog, and no athletics. There were many differences, but we are the lineal descendants of the first universities in Bologna and Paris.

Lets take a look at the *medieval professor* of this era. The “great teacher” was always at the center. Sometime before the year 1100, a professor named Pepo was widely known as “the bright and shining light of Bologna.” And there was Imerius, considered the most famous for his technique of “glossing” the law texts (Today we would probably call this integrative teaching). In Paris, the great teacher was Abelard who drew large numbers of students when he lectured. It was said that he was “bold, original, lucid, sharply polemical, always fresh and stimulating, and withal able to move to laughter the minds of serious men.” At first, the professors secured their own rooms for teaching. In Paris, there were rented halls, the floors sometimes covered with straw on which the students sat and took notes. In Bologna, the rooms were better. The lecturer was seated on a raised platform, sometimes with canopy overhead and a speaking desk for the texts. The method of teaching was primarily lecturing, with close adherence to the texts which were read and interpreted. There was much memorization, recitation, and disputation. Ultimately, the professors formed guilds, or colleges, and later these became the heart of the community of masters and scholars, forming residences and acquiring buildings. It was through the colleges that faculties required the admission of qualified students, administered examinations, and licensed or awarded diplomas to students. The period produced many excellent and renowned professors; and the community held them in high distinction.

Now let us look at the student of this time period. At first, students ran things – at least in Bologna. They came from many nations and they were far from home. So they banded together and soon were called a university (the term simply meaning an organized group).

They did this as a matter of necessity: it was a means for obtaining rooms and avoiding the price gouging for lodging by the local townspeople. They also raised money through loans and sold text books. In time, they turned on the professors, whose livelihood was derived entirely from students' fees. The students chose a rector, formulated rules, made the professors live up to regulations, and even administered fines. There were poor students who had to beg for their expenses, and there were prosperous students who lived in comfortable rooms and could afford their texts and candles. There were also some students who drifted from school to school. Much of this sounds familiar to our modern ears.

Finally, let us turn to the *medieval curriculum*. For a long time, we now know, there had been seven basic liberal arts: grammar, rhetoric, and logic being the essential three; plus arithmetic, astronomy, geometry, and music. However, with the influx of new knowledge there was more to learn. The curriculum moved from the study of circles and triangles to plane and solid geometry. And with the replacement of the cumbersome Roman numerals with the Arabic scholars' numbering system, mathematics was able to thrive. Soon there were metaphysics and medicine, and always there was theology. Later, the arts were added. Professors depended on a few standard texts, instruction followed the texts, and the authority of the texts was revered rather than questioned. Eventually, diplomas were earned, requiring a period of six years for the masters, with the baccalaureate being awarded at some point along the way.

With this background in mind, what then is our connection to these ancient origins and what is our legacy? Well, for one thing we have the name – university, college, or community college – to stand for the community of learning and our students. Second, we have curricula and programs of study. Third, we have our faculties with departments, their deans and chancellors. But let us not forget a fourth point. This history represents the greater part of a millennium. Clearly, we are a part of something enduring. And if higher education was cherished then, how much more valuable and necessary is it today with such a vast array of information and an exploding world of knowledge to teach.

Examining the Good College Today

Now let us roll the clock forward to the year 2000. And what do we see today in higher education? Colleges and universities are practically ubiquitous. Among the industrialized countries of the west, colleges and universities are educating up to 15% of the populations. They are valued enormously by their alumni and the society supporting them. To win a college degree or certificate is considered an honor and in most occupations the credential is essential to entry. Today's colleges for the most part dwell on green campuses with an impressive collection of buildings. They house laboratories, libraries, theaters, and gymnasiums. And when you zoom in, there at the very center is a transactional event very much like the ancient one, enacted over and over again: a professor instructing a cohort of new students. Yes, much has changed, but there is also something vital that has changed very little.

For the remainder of this address, I would like to “zoom in” on this event – the academic experience that is the enduring center of our enterprise. As a template for these remarks, I want to draw upon one of the most important publications reporting on the status of the contemporary college. It is entitled *College: The Undergraduate Experience in America*, authored by Ernest L. Boyer under the auspices of the Carnegie Foundation for the Advancement of Teaching. I should say right away that this report, published in 1987, represents not only the most recent publication but also the last comprehensive assessment of the broad spectrum of undergraduate education. It does not address the community colleges separately but treats us as part of the larger enterprise. I have chosen to cite this report for these very reasons: we are a major component of undergraduate education and our role is very much tied to the condition, prospects and expectations of post-secondary education as a whole. (Parenthetically, I might add that the American Association of Community Colleges is currently engaged in its own comprehensive assessment and formulation of a vision for the future, called “New Expeditions” – a project in which I was involved during the development stage and which we had hoped Ernest Boyer might lead, before his untimely death.)

In re-reading the book, I am convinced that undergraduate education has definitely made progress since 1987, however the issue areas identified in the report continue to challenge us and the “bar” of quality and performance continues to be raised. And in my opinion it is going to be raised even higher in the years ahead – as evidenced by trends toward increased accountability, measurable outcomes, and performance-based budgeting.

Developmental Education

Our time today will permit examination of only a few areas of the Carnegie Report, so I will limit these remarks to comments on academic content or the curricula of the contemporary college. What, for instance, does the report say about college preparatory courses? It opens with a chapter containing the following observation: “The foundation for a successful undergraduate experience is proficiency in the written and spoken word.” And the report continues with a description, all too familiar to us, of the influx of students lacking an academic foundation and the accompanying frustration of our faculties who must cope with multiple levels of student deficiencies or else lower their expectations of success. A national study of all undergraduate colleges documented the proportions of student with deficiencies in basic skills: 28% in reading, 31% in writing, and 32% in mathematics. We know, of course, that students enter community colleges with twice these levels of deficiency.

To confront the prevalence of these barriers to academic progress, the Carnegie Report recommends that all students be carefully assessed upon enrollment and that those not well prepared be placed in intensive, remedial courses during the initial term. The report also recommends that all entering students begin their college-level work with a yearlong course in English, with emphasis on writing. Finally, it recommends that writing assignments and careful evaluation of writing should be made essential elements of every course throughout the course of study.

If the Carnegie team were to visit City College today, I wonder what they would say about our commitment to remediation and basic skills development? Surely, the ESL program alone would make City College a good college in the development of language skills. Furthermore, the college offers a wide range of developmental courses and its Learning Assistance Center is among the finest anywhere. Given the large numbers of students and the scope of their academic needs, we do pretty well on balance. But you can probably anticipate what I might say next. Are we doing enough? As a community college representing the principal gateway for student access to post-secondary education, do our current efforts live up to that mission and the related expectations of our students and of our community? Or are we sometimes afraid of being in the business of too much remediation? Are we too quickly discouraged when our success rates fail to meet our standards as a college devoted to excellence? Could we be better organized and more systematic in providing students with the various academic support services that are essential to their success? And (should I say it once more with *feeling?*), will we be prepared for that quantum leap in the numbers of students seeking our assistance as the state universities raise admissions requirements and drastically reduce their remediation programs? (A subject I had hoped Dr. Spence would talk with you about today). We know the answers to these questions without the need of a foundation study. If we are to remain a good college, I believe we must rise to the tasks and challenges associated with the commitment to developmental and remedial education.

General Education

But the academy is more than college preparation courses. What, then, does the Carnegie Report say about general education courses? The foundation team minced no words: "General education is the neglected stepchild of the undergraduate experience." Faculties agree more on the number and distribution of credits for college degrees than on the meaning and content of the degree. Hence, the smorgasbord of courses with students picking and choosing their way to graduation.

In order to bring coherence to general education and make it meaningful to students rather than "something to get out of the way," the Report calls for an integrated core. What this means is a program of general education that introduces students not only to essential knowledge but also to connections across the disciplines and, in the end, to the application of knowledge to life beyond the campus. Perhaps this notion is akin to what Edward O. Wilson calls his book – *Consilience*, meaning "a jumping together of knowledge." The integrated core means overcoming departmental lines and discipline boundaries. As students relate the content of one course to another, they begin to make connections and gain a more authoritative view of life.

Well, how do we fare at City College in our approach to general education? When I first examined the college catalog, I was pleased to find a conceptual structure for general education. Clearly, the faculty has given serious thought to this matter in formulating the eight required areas of study: communication and analytical thinking; written composition; natural sciences; social and behavioral sciences; humanities; United States history and government; physical skills and health knowledge; and ethnic studies, women studies, and gay and lesbian

studies. While it is a distribution approach, conceptually it represents a strong core foundation. Too bad it's hidden away on page 66 of the catalog.

I can't help believing that we ought to do more with this framework. It could be the structure for even greater coherence and integration. I would suggest that we need to examine the linkage between general education, core degree requirements, the AA degree, majors, and the transfer function (the latter being one of our primary missions). The fact is we cannot get a lot of folks to agree on a common definition of what these terms represent. And if we can't do that, how can we expect our students to have a clear understanding of our expectations? Witness, if you will, our college's application for admissions and the inserted program code sheet. Talk about confusion.... At any rate, a healthy discussion of these curriculum matters would benefit our college and our students. And it goes without saying that if this state continues to emphasize increasingly successful transfer rates between community colleges and the state university system as a big component of their performance standards, we must move relatively soon through the dialogue phase and address the changes that will ensure the success of our students in this important arena. As we conduct this discussion and review, I would share with you the observation that it is critically important to look to the future rather than the traditions of the past. In light of Tidal Wave II, transfer, core requirements, and the importance of the A.A. degree as the transfer credential will be increasingly emphasized. I don't have much more to say about this now, except that I would welcome your response to the idea of a more integrated core and the strengthening of our general education curriculum.

Technical and Applied Education

Let us now turn to one final area worthy of mention. What does the report say about technical and applied education? Well, frankly the report goes back and forth on the debate between specialization and generalization, between the liberal and the useful arts, or as some have called it, the "humies" versus the "techies." It is a recognition of the academic divide, the two cultures that persist in our institutions today. The primary issue uncovered by the report was this: whether career programs have become too job-related as opposed to work-related. It is one thing to become technically prepared and another to discover the personal and social significance of work, to understand not only the "what" and "how" but also the "why," to learn something once or to learn lifelong.

At City College, we can boast one of the broadest arrays of opportunities in career and occupational preparation. At last count, we offered over 100 such programs of study. Furthermore, the success of these programs needs no defense: placement rates are excellent and students are completing their programs of study. And, we are told, employers generally express strong satisfaction with the college's graduates. Our challenge is to keep these programs current and adapted to the changing requirements of the fields of employment, as well as to achieve higher rates of content mastery and skill acquisition. I know that some of you are quite concerned about keeping our applied and technical programs current, especially in fields requiring increasingly complex skills as well as entailing continuously changing technologies. With the state's increasing emphasis on performance outcomes – including retention, program completion, and job placement – we must ensure that technically our

occupational programs are on the cutting edge. However, we must also give more attention to the educational elements that are not job-specific, the underlying competencies that employers are telling us are equally critical...if not more so. They urged us during the Listening Sessions, for instance, to devote more attention to the underlying skills of problem-solving, critical thinking, reading and writing, computing, group relations and teamwork, and so on. Thus, I would say that along with the examination of our general education curriculum, we would do well to examine the relation of general education to our applied and technical career programs with particular emphasis on how we ensure that our graduates secure the underlying competencies and understandings that balance the educational process. It was Alfred North Whitehead, in his famous essay, *The Aims of Education*, who said "there can be no adequate technical education which is not liberal, and no liberal education which is not technical... Education should turn out the pupil with something he knows well and something he can do well."

It is precisely in the area of applied education and workforce development that our college – like the community colleges of this country – finds itself in one of the most critical and challenging roles in higher education as well as in community and national economic development. Let me suggest a word for this role. We are the *transducer* – meaning the instrument for transferring power from one source to another and better source. Through career preparation, we enable a significant segment of our community to take their rightful place in society, empower them economically and socially, which represents a benefit to both them and to society. And that, surely, is the mark of a good college.

Developing an Agenda for the Good College

I wish we had the time to share more from the Carnegie Report on the undergraduate experience: the findings about student perceptions of the entry process from admissions through orientation and advisement, the insights about creative teaching and the centrality of the classroom, and the evolution of understanding with respect to student learning outcomes. But we must leave these topics for another occasion. However, there is a forum for addressing the topics I have brought to your attention today. You may remember from my previous speeches opening the fall and spring terms that I put before you the need for an overall educational plan at City College. My reasoning was that it would provide a clear concept of how our campuses and schools should grow, what offerings they should provide, and how academic and student support services should be configured. Today's address is intended to elevate our expectations, even if only a modest elevation. I am hopeful that the educational planning process will provide us with a greater degree of coherence to our educational mission, our curriculum (both general education and career programs), our devotion to teaching, and our resolve for a climate that is student-oriented and aimed at student success. And I am seeking both your support and encouragement in this endeavor.

I am pleased to report that already the deans of the schools and campuses have begun the planning process with small groups of faculty, department heads, and others. We have held two half-day retreats to reflect on this process, to hear progress on the planning effort, and to explore topics that reach across the campuses and schools. It is my expectation that we might

host a series of open forums or dedicate a “flex day” for sharing and discussing whatever emerges from this educational planning process. I have asked that the results be presented in the form of a simple planning template and that the plans primarily address our vision for the future development of our academic programs, student development, and technology, with accompanying recommendations.

You may also be aware that I suggested some time ago an “enhanced” self-study process that would address the evaluation and enhancement of certain aspects of the college’s student development programs, as well as certain areas of academic support. This idea was originally presented to the Self-Study Steering Committee at the stage of its deliberations when we thought their work might logically evolve from preparing the accreditation self-study to sponsoring an in-depth, follow-up examination of these areas. But, over the past year I realized that the process of self-study was too far along and that undertaking an enhanced effort to probe the area of student development might take us off course. So we backed off, at least for a while. And in retrospect, I’m glad we applied the brakes because the Steering Committee has completed its report in fine style and we are going to be well prepared for the visiting team in late February.

At the same time, I am not giving up on the enhanced self-study idea, although the term is now a misnomer. There is still the need to “drill down”, as it were into the various components of the student flow process (admissions, registration, assessment, counseling/advising, basic skills instruction, etc.) in an effort to identify bottlenecks, improve processes, and as a result, enabling these vital components to flourish in terms of quality and effectiveness. All of this is just as important now as it was then. If anything, the initial and continuing work on our Education Plan has strongly reaffirmed the fact that there is room for improvement in this regard.

From all of this, you can readily see that I have high expectations for the educational planning process. It is the roadmap for our future. It is the way we can shape and guide our complex institution, with all its separations and divisions, towards a common vision and responding to a vital mission with defined purposes and goals. It is not enough that we become “a skillfully coordinated department store,” to use the vivid expression of David Riesman. Through effective educational planning, I expect nothing less than our college community becoming more personally empowered and committed to the common good and to student success.

Conclusion

As I conclude this portion of my speech, I want to offer a final word about the notion of the millennium. The arrival of the year 2000, for so long a forbidding symbolic number, means at some level that the future is here. It is the big, fresh start, perhaps the biggest fresh start ever, since another won’t come along for a thousand years. And although we cannot know how this new millennium will end, we do have the power to determine how it begins and perhaps how it will remember us. I don’t know about you but I am glad to be an educator and I am excited about this challenge. And I can think of no better way to be remembered than like Chaucer’s portrait of the clerk of Oxenford – hollow, poor, and unworldly:

“And gladly wold he lerne, and gladly teche.”

References

Ernest L. Boyer, *College: The Undergraduate Experience in America*, The Carnegie Foundation for the Advancement of Teaching, Harper and Row, Publishers, 1987

Charles Homer Haskins, *The Rise of Universities*, Cornell University Press, 1923



OFFICE OF THE BOARD OF TRUSTEES

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NOTICE

REGULAR MEETINGS

OF THE

BOARD OF TRUSTEES

SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

LOCATION: CHINATOWN/NORTH BEACH CAMPUS
CLASSROOM - B1
940 FILBERT STREET, SAN FRANCISCO

DATE: **THURSDAY, February 24, 2000**

TIME: 5:00 PM

This meeting is normally devoted to Closed Session Topics.

LOCATION: CHINATOWN/NORTH BEACH CAMPUS
AUDITORIUM
940 FILBERT STREET, SAN FRANCISCO

DATE: **THURSDAY, February 24, 2000**

TIME: 6:00 PM

This meeting is normally devoted to Open Session Topics.

SPECIFIC TIMES SUBJECT TO CHANGE.
Call 241-2234 for information.

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5

The San Francisco Community College District does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Persons who wish to request disability-related accommodations including sign-language interpreters should contact Linda R. Jackson, District ADA Coordinator, Office of Affirmative Action, 31 Gough Street, Room 16, San Francisco, CA, 94103, Phone: (415) 241-2281, Fax: (415) 241-2203. Please request accommodations no later than 12 working days prior to the date of the Board meeting in order to assure the best possible arrangements.

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TO MEMBERS OF THE PUBLIC

The Agenda page and accompanying resolutions have been prepared well in advance of the regularly scheduled meeting of the Board of Trustees of the San Francisco Community College District. Please note that Resolutions are subject to amendment and replacement.

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

You should be aware of the following (Government Code § 54954.2):

1. Additional agenda items to be acted upon by the Board may be posted at 33 Gough Street and in the lobby of Conlan Hall at the Phelan Campus at least 72 hours in advance of the regularly scheduled Board Meeting. Resolutions may also be available at the time of posting, but if not, such resolutions will be available at the Board Meeting.
2. Additional agenda items and resolutions, although not posted as in paragraph 1 above, may still be acted upon by the board at the regular meeting:
 - a) Upon a determination by a majority vote of the Board that an emergency situation exists, as defined in Government Code § 54956.5. Emergency is defined as work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the Board, OR crippling disaster which severely impairs public health, safety or both, as determined by a majority vote of the members of the Board, OR
 - b) Upon a determination by a two-thirds vote of the members of the Board present at the meeting or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted 72 hours in advance of the Board Meeting, OR
 - c) The item was posted 72 hours in advance of a prior meeting of the Board occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

Introduction

The purpose of this study is to investigate the effects of various factors on the growth of a certain plant species. The study was conducted over a period of six months, during which time the plants were grown under different conditions and their growth was measured.

The results of the study show that the growth of the plant species is significantly affected by the amount of light, water, and nutrients it receives. The plants that received the most light and water grew the fastest, while those that received the least grew the slowest.

These findings have important implications for the cultivation of this plant species, as they suggest that providing optimal growing conditions is essential for maximizing growth. Further research is needed to determine the specific requirements of this species and to develop strategies for improving its growth in different environments.

The study was conducted using a randomized controlled design, with plants being assigned to different groups based on the amount of light, water, and nutrients they received. The growth of the plants was measured using a standard method, and the results were analyzed using statistical software.

The study was limited by the fact that it only examined the growth of a single plant species, and the results may not be applicable to other species. Additionally, the study was conducted in a controlled environment, which may not reflect the conditions of the natural world.

Despite these limitations, the study provides valuable information about the growth of this plant species and the factors that influence its growth. This information can be used to inform the cultivation of this species and to develop strategies for improving its growth in different environments.

The study was funded by the National Science Foundation, and the results were presented at a conference on plant growth. The study was also published in a peer-reviewed journal, and the findings have been cited in several other studies.

The study was conducted by a team of researchers, including a botanist, a biologist, and a statistician. The botanist was responsible for the cultivation of the plants, the biologist for the measurement of growth, and the statistician for the analysis of the results.

The study was conducted in a greenhouse, and the plants were grown in pots. The amount of light, water, and nutrients was controlled using a computerized system, and the growth of the plants was measured using a standard method.

The study was limited by the fact that it only examined the growth of a single plant species, and the results may not be applicable to other species. Additionally, the study was conducted in a controlled environment, which may not reflect the conditions of the natural world.

Despite these limitations, the study provides valuable information about the growth of this plant species and the factors that influence its growth. This information can be used to inform the cultivation of this species and to develop strategies for improving its growth in different environments.

For Members of the Public:

To facilitate the conduct of business at Board meetings, the following information has been taken from the District's Policy Manual concerning the conduct of Board Meetings.

From PM 1.05 A:

The order of business may be revised at any meeting when, in the discretion of the President, such revision will benefit the public and/or order of the meeting.

From PM 1.05 L:

L. Granting the Privilege of the Floor. A person desiring to speak shall be recognized by the Chair only after complying with the following procedures:

For matters appearing on the agenda, an individual desiring to address the Board must complete a "Request to Address Board" card, completing the information thereon including the subject to be addressed. If there is to be a written report presented, a copy(ies) shall be submitted in advance to the Chancellor.

Any person desiring to address the Board on non-agenda items must also complete the "Request to Address Board" card and will be recognized at the end of the agenda. Only items directly related to District business may be presented.

Cards for these purposes are available in the Office of the Chancellor and also at the Board meeting. Completed cards should be presented to the Board President prior to the beginning of the meeting. As a matter of courtesy, the Board encourages people to notify the Chancellor's Office in advance of the Board meeting of their intention to address the Board. Prior to calling for a vote on an item before the Board, the Presiding Officer shall determine if speaker cards have been submitted for that item. Persons who have submitted cards prior to the consideration of the item shall be called upon by the Presiding Officer. Persons who address the Board may address only the agenda item being considered and shall have up to three minutes for comments. Should another person who has submitted a request to speak card in advance of consideration of the item wish to forego speaking on that item, he or she may grant his or her speaking time to another speaker who has also submitted a request to speak card, but in no event shall any speaker have more than two allotments (totaling up to six minutes) of speaker time on any item. However, in order to facilitate the completion of District business, the Presiding Officer may also limit the total length of time allotted to the speakers on a given topic or agenda item which may reduce the individual speaker's time on that topic or item. Speaking too long, being unduly repetitious, or discussing irrelevancies disrupt the meeting, and may result in the forfeiture of speaking opportunities during that meeting.

The President of the Board reserves the right of determining the order of the speakers and changing the order of the agenda if it will be of benefit to the public and/or the order of the meeting.

Undue interruptions or other interferences with the orderly conduct of Board business cannot be allowed. Defamatory or abusive personal remarks which disturb or impede the meeting or exceed the bounds of civility necessary to the conduct of District business are always out of order. However, the Board shall not prohibit public criticism of the policies, procedures, programs, or services of the District, or of the acts or omissions of the Board.

The President may terminate the speaker's privilege of address if after being called to order, he or she persists in improper conduct or remarks, or if the speaker fails to speak on the subject matter for which the privilege of the floor was granted.

No oral presentation shall include charges or complaints against any employee of the Board, or otherwise present information, which does not relate directly to the topic at hand or which disrupts or impedes the meeting. All formal charges or complaints against an employee, for which a specific grievance or complaint process is not otherwise available, shall be in writing and signed by the person making the charge and shall be filed with the Chancellor who shall, after investigation, take or recommend appropriate action. There shall be no oral presentation or discussion of confidential formal charges or complaints in open public meetings of the Board on non-agenda items or unless otherwise required by law.

Comments or presentations made by members of the public to the Board do not necessarily reflect the opinion of the Board or of its individual members, nor does the Board necessarily endorse or sanction such comments or presentations. Persons who address the Board on matters of their choosing are solely responsible for the content of such comments or presentations.



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AGENDA

CLOSED SESSION BOARD OF TRUSTEES

OF

THE SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

CHINATOWN/NORTHBEACH CAMPUS

CLASSROOM - B1

940 Filbert Street

San Francisco

THURSDAY February 24, 2000

5:00 P.M.

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- I. OPEN SESSION
Announcement of Closed Session Topics
- II. CLOSED SESSION
- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (G.C. 54956.9(a))
 1. Save our Landmark Theaters v. SFCCD
San Francisco Superior Court Case # 997441
 2. Mandanis vs. City College of San Francisco; et al.
Northern District of California
U.S. District Court Case # C99-3673 M JJ
 3. Church v. City College of San Francisco
San Francisco Superior Court Case # 99-556
 4. Cook v. SFCCD
San Francisco Superior Court Case # 99292
 5. Associated Students v. Honorable Board of Trustees of the SFCCD. et al.
San Francisco Superior Court Case # 992040
 6. SFCCD v. Kintz
San Francisco Superior Court Case # 990794
Court of Appeal No. A98137S
 7. SFCCD v. Doukas et al.
Case No. BAP No. NC-98-158-

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8. Daniel Curzon – Brown, et al. v
SFCCD et al.
San Francisco Superior Court Case # 307335

C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
(G.C. 54956.9)

Significant exposure to litigation pursuant to Gov. Code 54956.9 (b) - 4 cases

Initiation of litigation pursuant to Gov. Code 54956.9 (c.) – 2 cases

D. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (G.C. 54957)

E. CONFERENCE WITH LABOR NEGOTIATORS (G.C. 54957.6)

1. Agency Designated Representatives: Jeffrey Sloan, Carmen Plaza de
Jennings, and Steve Hale

Employee Organizations: Service Employees International Union (SEIU) 790,
American Federation of Teachers (AFT) 2121, Department Chairperson Council
(DCC), and Skilled Crafts

2. Agency Designated Representatives: Jeffrey Sloan, Carmen Plaza de
Jennings and Steve Hale

Unrepresented Employees: Stationary Engineers, District Designated Managers,
Supervisors, and Confidential Classifications.

III. OPEN SESSION

Disclosure of Board actions from Closed Session, pursuant to Government Code 54957.1

Members of the public shall have an opportunity to speak in accordance with Government
Code 54954.3 and Education Code 72121.

Regular and Annual Organizational Meeting of the

Board of Trustees of the

San Francisco Community College District

**City College of San Francisco
CHINATOWN/NORTHBEACH
AUDITORIUM**

**940 Filbert Street
San Francisco
Thursday, February 24, 2000**

Open Session - 6:00 p.m.

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- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Minutes
Regular Meeting Minutes – January 27, 2000
- IV. Adoption of Resolutions Agenda
- V. Approval of Consent Agenda Items as Listed:
- VI. Special Presentations
- VII. Monthly Financial Report – James Kendrix
- VIII. Action on Other Resolutions Agenda Items
- IX. Report from Constituent Groups
 - Academic Senate - Raymond Berard, President
 - Associated Students - Toni Hines, President
 - Classified Senate - Alice Munoz-Shvarts, President
- X. Board of Trustees' Report
- XI. Chancellor and Staff Reports
- XII. Close Session Announcements - Legal Counsel Ronald Lee
- XIII. Requests to Speak

*c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.

XIV. Adjournment

FINANCE (Pages 1-29)

GENERAL FUND

- | | | | |
|-----|---|--|-----|
| B1 | - | Authorization to contract with Media Connections Group, as specified above from February 25, 2000 through June 30, 2000 at a cost not to exceed \$55,000 | * c |
| B2 | - | Reviewing SFCCD Quarterly Financial Status Report for the quarter ended December 31, 1999 | * c |
| B3 | - | Adoption of Nonresident Tuition Fee Rate in Grades 13 and 14 for the Fiscal Year 2000-01 | * c |
| B3a | - | Authorization be hereby given to approve the transfer of an amount not to exceed \$15,000 from the General Fund into a Commencement Fund | * c |

CAPITAL OUTLAY

- | | | | |
|----|---|--|-----|
| B4 | - | Authorization be given to contract with CST Environmental, Inc., a certified MBE firm, for the project: John Adams Campus Police Office Asbestos Floor Tile Removal & Replacement, at a cost of \$15,000 to be completed on or before April 30, 2000 | * c |
| B5 | - | Authorization be given to contract with Structus Consulting Engineers, a certified MBE Firm, for special services and advice to provide the District with Structural Engineering services for Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus at cost not to exceed \$12,400, to be completed on or before September 30, 2000 | * c |
| B6 | - | Authorization be given to contract Janus Corporation, the lowest responsible bidder, at a cost of \$8,988, for the project: Bungalow 213 Demolition, to be completed on or before June 30, 2000 | * c |
| B7 | - | Authorization be given to contract with F.W. Associates, Inc., a certified MBE Firm, for special services and advice to provide the District with Electrical Engineering services for Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus at cost not to exceed \$8,000, to be completed on or before September 30, 2000 | * c |

*c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.

- | | | | |
|------|---|--|-----|
| B8 | - | Authorization be given to contract with MHC Engineers, a certified MBE Firm, for special services and advice to provide the District with Mechanical and Plumbing Engineering services for Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus at cost not to exceed \$6,800, to be completed on or before September 30, 2000 | * c |
| B9 | - | Authorization be given to contract with Telamon Engineering Consultant, a certified MBE Firm, for special services and advice to provide the District with Civil Engineering services for the Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus at cost not to exceed \$12,800, to be completed on or before September 30, 2000 | * c |
| B10 | - | Authorization for two (2) Contract Modification(s) totaling \$16,495.00 for Special Services Contract(s) and Construction Contract(s) | * c |
| B10a | - | Authorization be given to contract to submit the Final Project Proposal (FPP) for Remodel John Adams Campus Buildings project to the State Chancellor's Office for review and approval | * c |

GRANTS

- | | | | |
|-----|---|---|-----|
| B11 | - | Authorization is hereby given to contract with Corinne Communications to provide training for adolescent youth from November 2, 1999 through April 15, 2000 at the rate of \$90 per hour, for a total cost not to exceed \$10,800 | * c |
| B12 | - | Authorization be hereby given to adopt an expenditure plan as required by the 1999-2000 Budget Act, to receive special State funds for the Telecommunications Technology Infrastructure Program in the amount of \$312,497. | * c |
| B13 | - | Authorization be hereby given conduct a Summer 2001 Study Abroad Program to China, and explore options for future programs in partnership with Beijing Union University, Peking University and/or Shanghai University, provided that the programs be conducted in conformance with applicable laws. The District shall expend no funds for transportation, housing, meals, or incidentals | * c |
| B14 | - | Authorization to amend six (6) resolutions as indicated in the table totaling \$185,163.80 | * c |

 *c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.

- | | | | |
|-----|---|---|-----|
| B15 | - | Authorization be hereby given to submit an application and appropriate all funds receivable upon approval from the California Endowment for the grant, "Health Care Interpreter Curriculum Dissemination" for the period of March 1, 2000 until March 1, 2001 in the amount not to exceed \$100,000 | * c |
| | | | |
| B16 | - | Authorization be hereby given to enter into a contract with Iris Starr to plan, coordinate and manage the initial developments of the Construction and Maritime Training Center grant for the period of January 25, 2000 to May 26, 2000 for a total not to exceed \$25,000 | * c |
| | | | |
| B17 | - | Authorization is hereby given to contract with the San Francisco Hotels Partnership Project (SFHPP) to provide the pilot project for its second phase training program, for the period of March 1, 2000 to February 28, 2001, at a cost not to exceed \$274,778 | * c |
| | | | |
| B18 | - | Authorization is hereby given to contract with CAMI Consulting to provide evaluation services for C-CAPP. Total cost is not to exceed \$13,500 for the period ending September 15, 2000 | * c |

Equipment, Supplies & Services (Pages 30-33)

- | | | | |
|----|---|---|-----|
| C1 | - | Procurement of equipment, supplies, services, etc., less than \$3,000 | * c |
| | | | |
| C2 | - | Procurement of equipment, supplies, services, etc., \$3,000 or more | * c |

Human Resources (Pages 34-66)

- | | | | |
|------|---|--|-----|
| F1 | - | Human Resources Appointment Educational Academic Administrator | * c |
| | | | |
| F2 | - | Interim Appointment
Non-Educational Academic Administrator | * c |
| | | | |
| G1-6 | - | Academic Employees, Credit Program, District Funded | * c |
| | | | |
| H1 | - | Academic Employees, Credit Program, Categorically Funded | * c |

 *c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.



L1 - Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract. * c

N1 - Academic Employees Community Services Classes * c

SPECIAL (Pages 67-107)

S1 - Presenting the Initial Proposals of the Service Employees International Union, Local 790, and of the San Francisco Community College District for a Successor Collective Bargaining Agreement, and Placing a Special Order of Business on the Agenda for a Public Board of Trustees Meeting in March 2000 for Public Response to the Initial Proposals

S2 - Authorizing the Administration to enroll in the California Department of Motor Vehicles Pull Notice Program employees who are required as part of their job responsibilities to drive in the course of conducting District business, and who are determined by their department heads to be appropriate for enrollment in the Pull Notice Program * c

S3 - Recommend authorizing the Administration to modify the wage rates of the Employee Relations Manager (1284) for the period January 19 through June 30, 2000 * c

S4 - Amending Resolution No. 921217-S2 to modify criteria or verifying CCSF students' financial need for the purpose of waiving the \$32 GED Test administration fee charged by the CCSF GED Testing Center * c

S5 - Supporting the Passage of Proposition 26: Let's Fix Our Schools Initiative

Information only (Pages 108-109)

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: **March 30, 2000**
GOUGH STREET AUDITORIUM
33 Gough Street
San Francisco

*c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.

THE UNIVERSITY OF CHICAGO
DEPARTMENT OF CHEMISTRY
JANUARY 1964

TO THE HONORABLE CHAIRMAN OF THE BOARD OF TRUSTEES

FROM THE DEPARTMENT OF CHEMISTRY

Enclosed for the Board of Trustees are two copies of the report of the Department of Chemistry for the year 1963. The report contains a summary of the work of the department during the year, a list of the faculty, and a list of the students who have received their degrees from the department.

The report also contains a list of the research projects supported by the department during the year. The projects are listed in alphabetical order of the principal investigator. The list includes the names of the principal investigators, the titles of the projects, and the amounts of the grants.

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

B1

DATE: February 24, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND
Approval of Special Personnel Services Contracts
Media Connections Group
(Resolution No: 000224-B1)

BACKGROUND INFORMATION:

By Resolution No. 981217 - B21, the Board of Trustees authorized a contract extension with Media Connections Consulting Services to provide consulting services to the College in area of video connectivity solutions among the campuses of City College of San Francisco. In addition, Media Connections Group has also provided technical consulting services in the video cabling design that was incorporated in the Angus-Hamer Comprehensive Network Design for the College. It is this design that the College is using to build its new network infrastructure.

As the College has just completed the Phelan Campus Fiber Backbone Project, we are now ready to turn on the new coaxial backbone and video services for those areas of Phelan Campus with existing building video wiring. The video expertise of Media Connections Group is needed to provide: 1) design of video hub, located in Broadcast Media Services, for control and monitoring of the new video network and termination and switching equipment. The hub serves Phelan campus as well as the remote campuses. (80 hours at \$200/hour = \$16,000); 2) design of hubs for remote campuses, which interfaces with the main Phelan campus hub, as well as provides video services within each campus. (40 hours at \$200/hour = \$8,000); 3) prepare the coaxial cable video distribution network design for each of the remote campus buildings, which will be incorporated into the campus building wiring bids being prepared by Angus-Hamer Networking (80 hours at \$200/hour = \$16,000); 4) verify the newly installed coax video cabling system, done as part of the Phelan Campus Fiber Backbone Project (20 hours at \$200/hour = \$4,000); 5) conduct negotiations for access to inter-campus optical fibers. Media Connections Group will provide City College with the technical specifications for the optical fiber requirements for each of the remote campuses, as well as assist the College in negotiating with AT&T for the installation of incremental fiber to provide inter-campus connectivity. (55 hours at \$200/hour = \$11,000).

02/24/00 – B1 page 1

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All of the costs above are on a not-to-exceed basis, and the College will pay for actual hours used.

This resolution authorizes a contract with David Large, a consultant with Media Connections Group, to provide up to 275 hours of consulting services (at \$200/hour) at a cost not to exceed \$55,000.

The cost for this contract will be funded entirely proceeds generated by the sale of General Obligation Bonds from Proposition A.

RECOMMENDATION:

RESOLVED: That authorization to contract with Media Connections Group, as specified above from February 25, 2000 through June 30, 2000 at a cost not to exceed \$55,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
Mamie How, Originator

02/24/00 – B1 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

B2

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND

**Reviewing SFCCD Quarterly Financial Status Report
for the quarter ended December 31, 1999
(Resolution No. 000127-B2)**

BACKGROUND INFORMATION:

Title 5 of the California Code of Regulations, Section 58310 requires California's Community College Districts to report quarterly on their financial condition. Starting with the quarter ending December 31, 1999 and quarterly thereafter, districts are required to provide to the State Chancellor's office the completed form CCFS-311Q and a copy of the quarterly financial report.

In order to meet the requirement of Title 5 of the California Code of Regulations, Section 58310 the following resolution is recommended for adoption:

RECOMMENDATION:

RESOLVED: That pursuant to Title 5 of the California Code of Regulations, Section 58310 the Quarterly Financial Status Report for the quarter ended December 31, 1999 is hereby reviewed and entered into the minutes of the Board of Trustees of the SFCCD

James Kendrix, Originator

02/24/00 – B2 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

B3

TO: Board of Trustees

FROM: Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND

Adoption of Nonresident Tuition Fee Rate in Grades 13
and 14 for the Fiscal Year 2000-01
(Resolution No. 000224-B3)

BACKGROUND INFORMATION:

California Education Code Section 76140 requires that each community college district charge a fee to nonresident students. Further, in adopting a tuition fee for nonresident students, each community college district shall consider nonresident tuition fees of other public community college.

Pursuant to ECS 76141, districts may also charge non-resident students who are both citizens and residents of a foreign country an amount not to exceed the amount that was expended by the district for capital outlay in the preceding fiscal year divided by the total full-time equivalent students.

For fiscal year 1999-2000, the per semester unit non-resident tuition fee rate was \$130. The per semester non-resident tuition fee computed for 2000-01 for all districts statewide is \$130. The per unit non-resident tuition fee for 2000-01 for districts contiguous to the SFCCD are as follows:

Non-Resident Tuition Fee

<u>District</u>	2000-01 <u>U.S. Citizen</u>	2000-01 <u>Non-U.S.</u> <u>Citizen</u>	2000-01 <u>With Capital Outlay</u>
College of Marin	\$155	\$155	\$164
San Mateo	\$134	\$134	\$134
Contra Costa	\$134	\$134	\$148

02/24/00 – B3 page 1

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For Fiscal Year 1999-00, the per semester unit nonresident tuition fee rate was \$130. It has been computed that the current expense of education for the College Division (grades 13 and 14) during the Fiscal Year 1998-99 was \$3,780 per FTES. Multiplying this by the projected increase in the United States Consumer Price Index as determined by the California Department of Finance for the two years of 1.055 and then dividing by 30 semester units, we arrive at \$133 as the 2000-01 per semester unit non-resident tuition fee rate.

The total capital outlay expenditure of all SFCCD funds is \$20,828,863 divided by the total FTES of 35,839 and then divided by 30 semester units, we arrive at \$19.37, as the additional amount to be charged for non-resident students who are both citizens and residents of a foreign country.

However, for competitive reasons it is recommended that the nonresident tuition fee rates for 2000-01 remain at the 1999-00 level of \$130 per unit for U.S. Citizens and \$136 per unit for Non - U.S. Citizens:

<u>DISTRICT</u>	<u>2000-01 U.S.Citizen</u>	<u>2000-01 Non-U.S. Citizen</u>
CCSF	\$130	\$136

RECOMMENDATION:

PART 1 - NONRESIDENT TUITION FEE

Section 1 - That in accordance with California Education Code Sections 76140 and 76141, the per semester unit non-resident U.S. citizen fee rate of \$130. and per semester unit non-resident, non-U.S. citizen fee rate of \$136. be adopted for non-resident students enrolled in grades 13 and 14 for the Fiscal Year 2000-01.

Section 2 - That nonresident students who:

- (a) are enrolled in six units or less will not be exempt from the nonresident tuition fee; and

(b) are both citizens and residents of a foreign country will not be exempt from the nonresident tuition fee.

Section 3 - Paid nonresident tuition fees shall be refunded for coursework unit(s) officially withdrawn, dropped or reduced from a nonresident student's study list program in accordance with the following schedule for the Fall and Spring academic semesters:

- 100% Nonresident tuition refund for coursework unit(s) withdrawn, dropped or reduced prior to or during the first two calendar weeks of instruction.
- 50% Nonresident tuition refund for coursework unit(s) withdrawn, dropped or reduced during the third and fourth calendar weeks of instruction.
- 0% Nonresident tuition refund during and after the fifth calendar week of instruction.

Tuition refund requests must be received before or by the end of the fourth calendar week of instruction of each Fall or Spring Semester for units dropped in accordance with the prorated schedule.

That the refund schedule for short-term and Summer session courses will be as follows:

- 100% Nonresident tuition refund for coursework unit(s) withdrawn, dropped or reduced prior to or during the first calendar week of instruction.
- 50% Nonresident tuition refund for coursework unit(s) withdrawn, dropped or reduced during the second calendar week of instruction.
- 0% Nonresident tuition refund during and after the third calendar week of instruction.

Tuition refund requests must be received before or by the end of the second calendar week of instruction for units dropped in accordance with the prorated schedule.

Section 4 - Any student who can demonstrate economic hardship or who is a victim of persecution or discrimination in the country in which the student is a citizen and resident is exempt from that part of the fee authorized by Education Code, Section 76141. Eligibility for an exemption under Section 76141 shall be determined by the Chancellor or the Chancellor's designee. For purposes of the fee described in Section 76141, 'economic hardship' means the financial circumstances of a person who is the recipient of benefits under the Aid to Families with Dependent Children Program, the Supplemental Income/State Supplemental Program (including federal programs that are substituted for the aforementioned programs) or a general assistance program.

PART 2 - ACCOUNTING FOR FEES

Section 1 - That the nonresident tuition fees collected shall be deposited to, and checks for tuition refund be drawn against, a district commercial bank account of the Wells Fargo Bank.

James Kendrix, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

B3a

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Commencement/Graduation-Related Expenses
(Resolution No.000224-B3a)

BACKGROUND INFORMATION:

As we endeavor to elevate our graduation exercises to a higher caliber and make the event a truly memorable one for our graduates, there are several things that need to happen. Specifically, we should have the ability to:

Attract graduation speakers who will draw local and regional—even national—attention to City College;

Upgrade commencement invitations and brochures;

Budget for other ancillary expenses.

Currently, our Commencement Committee is operating on a very limited budget. As a result, we repeatedly are in a position to juggle funds from one account to another in order to cover nearly all graduation-related costs. By establishing a more robust fund allotment to augment our current support for graduation exercises, the Chancellor and the Commencement Committee will have more flexibility in terms of producing a "headliner" program.

I recommend the Board allot an amount not to exceed \$15,000 to the CCSF Commencement Fund. It is also recommended that the Chancellor be delegated the responsibility to spend the funds consistent with the objectives and expectations reflected above.

02/24/00 – B3a page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

RESOLVED: That authorization be hereby given to approve the transfer of an amount not to exceed \$15,000 from the General Fund into a Commencement Fund, and

FURTHER BE IT RESOLVED: That the Board of Trustees grants the Chancellor the authority to spend the funds consistent with the objectives and expectations reflected above.

Dr. Philip R. Day, Jr., Originator
Dean Rodney Santos, Originator

02/24/00 – B3a page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

B4

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract--CST
Environmental, Inc.,
(Resolution No. 000224-B4)

BACKGROUND INFORMATION:

Project: John Adams Campus Police Office Asbestos Floor Tile Removal & Replacement

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with the lowest, responsible bidder, CST Environmental, Inc., a certified MBE firm, for the project: John Adams Campus Police Office Asbestos Floor Tile Removal & Replacement.

The project is funded by General Obligation Bond fund, to be charged to Appropriation 42030G-8811-6202-7100-HS.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with CST Environmental, Inc., a certified MBE firm, for the project: John Adams Campus Police Office Asbestos Floor Tile Removal & Replacement, at a cost of \$15,000 to be completed on or before April 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
With Chuck Jackson

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR





CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

B5

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **CAPITAL OUTLAY**
Authorization to Award Special Services—Structus
Consulting Engineers
(Resolution No. 000224 – B5)

BACKGROUND INFORMATION:

Project: *Project Coordination for Extended Opportunity Program & Services (EOPS) Facility*

The District wishes to contract with Structus Consulting Engineers, a certified MBE Firm, to provide project structural engineering services for the Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus. The scope of work will include: AutoCAD drafting, construction document editing and review, assist Project Manager with structural engineering design, specification and bidding, secure Division of the State Architect (Office of Regulation Services) review and approval, and construction administration. This structural engineering service is necessary to assist the Office of Facilities Planning & Construction to perform in-house design of the new EOPS facility and to expedite construction document completion to meet the summer 2000 construction schedule.

This project is funded by the Partnership for Excellence Grant, to be charged to Appropriation 412039-0130-6201-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Structus Consulting Engineers, a certified MBE Firm, for special services and advice to provide the District with Structural Engineering services for Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus at cost not to exceed \$12,400, to be completed on or before September 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

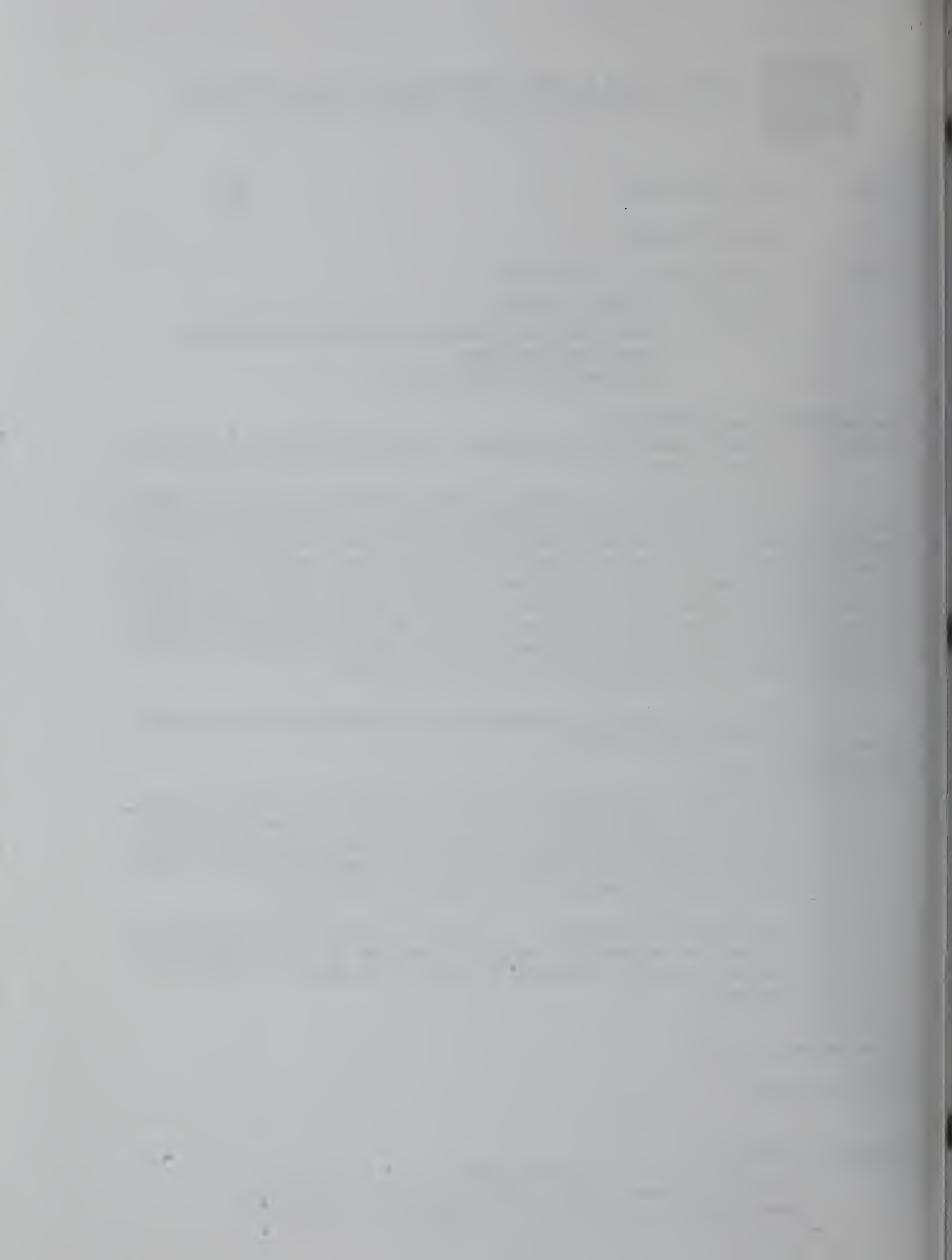
Peter Goldstein, Originator

With Chuck Jackson

02/24/2000 – B5 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

B6

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract—Janus Corporation
(Resolution No. 000224-B6)

BACKGROUND INFORMATION:

Project: Bungalow 213 Demolition

The District received several qualified bid proposals from contractors, including Minority Business Enterprise firms and the District wishes to contract with Janus Corporation, the lowest responsible bidder, for the project: Bungalow 213 Demolition. This project consists of removing Bungalow 213 (a building that has many health and safety problems and can not be repaired) located at Phelan campus.

The project is funded by General Obligation Bond fund, to be charged to Appropriation 42028G-8067-6203-7100-HS.

RECOMMENDATION:

RESOLVED: That authorization be given to contract Janus Corporation, the lowest responsible bidder, at a cost of \$8,988, for the project: Bungalow 213 Demolition, to be completed on or before June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
With Chuck Jackson

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000 B7
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
Subject: **CAPITAL OUTLAY**
Authorization to Award Special Services—F.W.
Associates, Inc.,
(Resolution No. 000224 – B7)

BACKGROUND INFORMATION:

Project: Project Coordination for Extended Opportunity Program & Services (EOPS) Facility

The District wishes to contract with F.W. Associates, Inc., a certified MBE Firm, to provide project electrical engineering services for the Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus. The scope of work will include: AutoCADD drafting, construction document editing and review, assist Project Manager with electrical engineering design, specification and bidding, secure Division of the State Architect (Office of Regulation Services) review and approval, and construction administration. This electrical engineering service is necessary to assist the Office of Facilities Planning & Construction to perform in-house design of the new EOPS facility and to expedite construction document completion to meet the summer 2000 construction schedule.

This project is funded by the Partnership for Excellence Grant, to be charged to Appropriation 412039-0130-6201-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with F.W. Associates, Inc., a certified MBE Firm, for special services and advice to provide the District with Electrical Engineering services for Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus at cost not to exceed \$8,000, to be completed on or before September 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

With Chuck Jackson

02/24/2000 – B7 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR



CHICAGO, ILL., MAY 1, 1914

TO THE EDITOR OF THE JOURNAL:

SIR: I have the honor to acknowledge the receipt of your letter of the 28th inst. and in reply to inform you that the same has been forwarded to the proper authorities for their consideration.

Very respectfully,
J. H. HARRIS, Secretary.

RECEIVED
MAY 1 1914

THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION
PUBLISHED WEEKLY
CHICAGO, ILL.

Subscription price, \$5.00 per annum in advance. Single copies, 15 cents. Entered as second-class matter, May 26, 1912. Postpaid. Accepted for mailing at special rate of postage provided for in Act of October 3, 1917. Authorized by Act of October 3, 1917. Paid for postage by addressee.

THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION
PUBLISHED WEEKLY
CHICAGO, ILL.

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000 B8
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
Subject: **CAPITAL OUTLAY**
Authorization to Award Special Services—MHC
Engineers
(Resolution No. 000224 – B8)

BACKGROUND INFORMATION:

Project: Project Coordination for Extended Opportunity Program & Services (EOPS) Facility

The District wishes to contract with MHC Engineers, a certified MBE Firm, to provide project mechanical and plumbing engineering services for the Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus. The scope of work will include: AutoCAD drafting, construction document editing and review, assist Project Manager with mechanical and plumbing engineering design, specification and bidding, secure Division of the State Architect (Office of Regulation Services) review and approval, and construction administration. This mechanical engineering service is necessary to assist the Office of Facilities Planning & Construction to perform in-house design of the new EOPS facility and to expedite construction document completion to meet the summer 2000 construction schedule.

This project is funded by the Partnership for Excellence Grant, to be charged to Appropriation 412039-0130-6201-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with MHC Engineers, a certified MBE Firm, for special services and advice to provide the District with Mechanical and Plumbing Engineering services for Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus at cost not to exceed \$6,800, to be completed on or before September 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

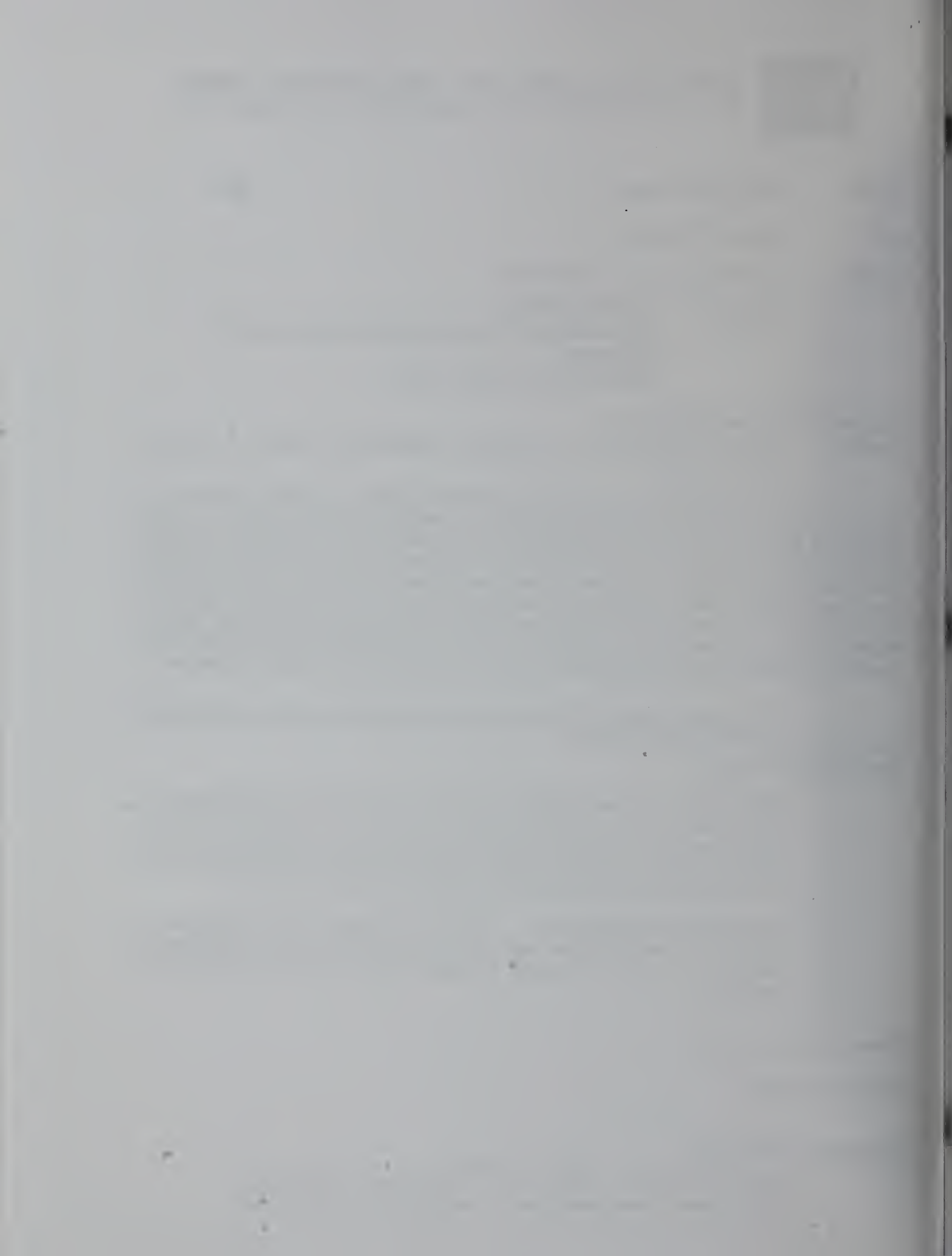
Peter Goldstein, Originator

With Chuck Jackson

02/24/2000 – B8 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000 B9
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
Subject: **CAPITAL OUTLAY**
Authorization to Award Special Services—Telamon
Engineering Consultant
(Resolution No. 000224 – B9)

BACKGROUND INFORMATION:

Project: Project Coordination for Extended Opportunity Program & Services (EOPS) Facility

The District wishes to contract with Telamon Engineering Consultant, a certified MBE Firm, to provide project civil engineering services for the Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus. The scope of work will include: AutoCAD drafting, construction document editing and review, assist Project Manager with civil engineering design, specification and bidding, secure Division of the State Architect (Office of Regulation Services) review and approval, and construction administration. This civil engineering service is necessary to assist the Office of Facilities Planning & Construction to perform in-house design of the new EOPS facility and to expedite construction document completion to meet the summer 2000 construction schedule.

This project is funded by the Partnership for Excellence Grant, to be charged to Appropriation 412039-0130-6201-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Telamon Engineering Consultant, a certified MBE Firm, for special services and advice to provide the District with Civil Engineering services for the Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus at cost not to exceed \$12,800, to be completed on or before September 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

With Chuck Jackson

02/24/2000 – B9 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR



DATE: February 24, 2000

B10

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY
Authorization for two (2) Contract Modification(s) totaling \$16,495.00 for Special Services Contract(s) and Construction Contract(s)
(Resolution No. 000224-B10)

BACKGROUND INFORMATION:

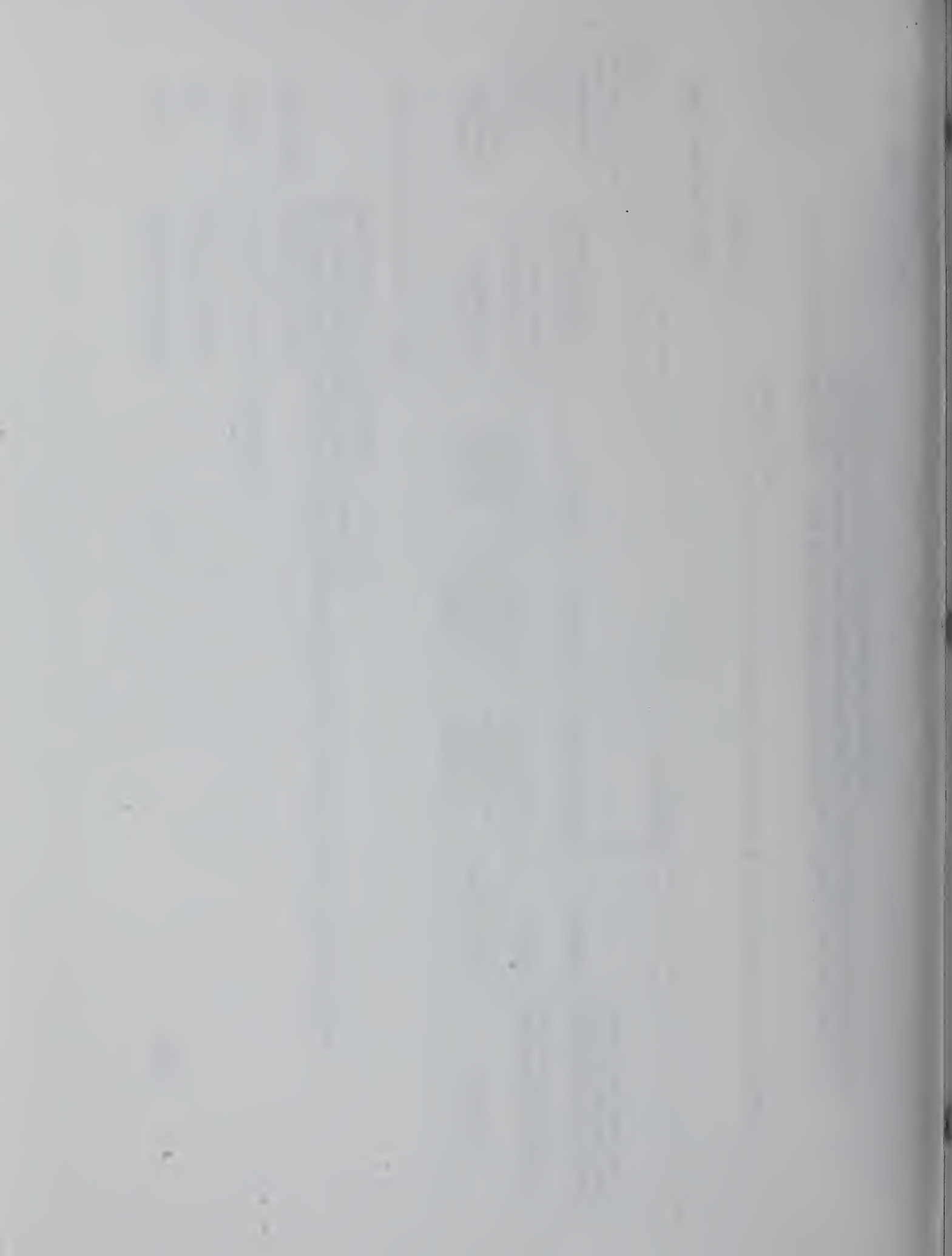
ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	ORIGINAL CONTRACT AMOUNT	PREVIOUS CONTRACT MODIFICATION(S) AMOUNT	REQUESTED CONTRACT MODIFICATION AMOUNT	NEW CONTRACT AMOUNT	COMMENTS
990225-B5 Visual Arts Air Correction	YAMAS Control, Inc., (Mechanical Contractor)	\$50,100.00	\$39,880.00	CM #7 - \$1,495.00	\$91,475.00	Additional work for HVAC hot water valves replacement
990325-B3 Chinatown/North Beach Columbo Building Preservation Study	KKA Architects, Inc., (Project Architect)	\$17,915.00	\$23,653.49	CM #4 - \$15,000.00	\$56,568.49	Additional architectural planning services for 2000-2001 State Capital Outlay Project Proposal
			Total	\$16,495.00		

RECOMMENDATION:

RESOLVED : That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
With Chuck Jackson





CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

B10a

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY

**Authorization to submit the Final Project Proposal (FPP)
for Remodel John Adams Campus Buildings to the State
Chancellor's Office for review and approval.
(Resolution No. 000224 – B10a)**

BACKGROUND INFORMATION:

Project: Final Project Proposal for Remodel John Adams Campus

The District wishes to submit the Final Project Proposal (FPP) for the Remodel of the John Adams Campus to the Facilities Planning and Utilization Unit of the State Chancellor's Office for review and approval. The priority for this project was reviewed and approved through the shared governance process and incorporated in the District Five Year Construction Plan. The FPP defines the project scope and requests funding for preliminary plans, workings drawings, construction drawings and equipment.

RECOMMENDATION:

RESOLVED: That authorization be given to contract to submit the Final Project Proposal (FPP) for Remodel John Adams Campus Buildings project to the State Chancellor's Office for review and approval, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

02/24/00 – B10 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

B11

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

**Subject: CAPITAL OUTLAY
Authorization to Award Special Services—Structus
Consulting Engineers
(Resolution No. 000224 – B11)**

BACKGROUND INFORMATION:

Project: Project Coordination for Extended Opportunity Program & Services (EOPS) Facility

The District wishes to contract with Structus Consulting Engineers, a certified MBE Firm, to provide project structural engineering services for the Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus. The scope of work will include: AutoCAD drafting, construction document editing and review, assist Project Manager with structural engineering design, specification and bidding, secure Division of the State Architect (Office of Regulation Services) review and approval, and construction administration. This structural engineering service is necessary to assist the Office of Facilities Planning & Construction to perform in-house design of the new EOPS facility and to expedite construction document completion to meet the summer 2000 construction schedule.

This project is funded by the Partnership for Excellence Grant, to be charged to Appropriation 412039-0130-6201-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Structus Consulting Engineers, a certified MBE Firm, for special services and advice to provide the District with Structural Engineering services for Extended Opportunity Program & Services (EOPS) Facility located at the Phelan Campus at cost not to exceed \$12,400, to be completed on or before September 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

With Chuck Jackson

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

B12

SUBJECT: GRANTS
Approval of Expenditure Plan for 1999-2000
Telecommunications Technology Infrastructure
Program
Resolution No: 000224-B12)

BACKGROUND INFORMATION:

The 1999 -2000 State Budget Act contains \$28 million for statewide expenditures on the Telecommunications Technology Infrastructure Program (TTIP), and provides that \$21,600,000 be allocated to the community colleges for (1) data and video network services provided by the California State University and CCC Network (4CNET); (2) local planning and development for improving library technology; (3) digital and analog satellite systems; (4) technology training for faculty and staff. In addition, there are three other optional categories of technology planning and implementation for which colleges may chose to spend their allocation of TTIP funds, if they have met the above four requirements.

The allocation of the 99-00 TTIP funds for City College of San Francisco is \$312,497:

4CNET data/video	\$53,351
Library Automation	\$81,899
Technology Training	\$177,247

The State Chancellor's Office requires that a Board approved expenditure plan for the TTIP funds be submitted. The following expenditure plan, created in accordance with the guidelines for allowable TTIP expenditures, is submitted for Board approval.

Area 1	4CNET data connectivity (T-1 line)	\$23,000
	4CNET video connectivity	\$30,351

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Area 2 Acquisition of digital satellite downlink equipment. City College of San Francisco has met this requirement and was not given funding for this area.

Area 3 Library Automation - City College of San Francisco has met the state's required standards for library automation. The funds awarded in this area, \$81,899 can then be spent in any of 11 library areas. City College of San Francisco's expenditure plan for this area:

OPAC's / Upgrades	\$32,500
OPAC's (On-line Public Access Catalog)	
Teaching Lab/ Peripherals	\$ 6,500
Library Technical Support	
Maintenance Contracts	\$10,000
Electronic Resources	<u>\$32,899</u>
Total	\$81,899

Area 4 Technology Human Resources Training Funds
City College of San Francisco's expenditure plan for this area:

Planning and Coordination	
of Technology Staff Development	\$26,340
Faculty/Staff Development Center	\$77,554
Self-Paced Training Tools/Materials	\$ 5,000
Direct Training	
Using Educational Technology	\$48,353
Training Technical Staff	\$10,000
Training Trainers	<u>\$10,000</u>
Total	\$177,247

No general fund expenditure will be required to implement this resolution.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to adopt an expenditure plan as required by the 1999-2000 Budget Act, to receive special State funds for the Telecommunications Technology Infrastructure Program in the amount of \$312,497, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Mamie How, Originator
Clara Starr, Originator

02/24/00 – B12 page 3





CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000 **B13**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Authorization to Conduct Study Abroad Programs to China

(Resolution No. 000224-B13)

BACKGROUND INFORMATION:

On January 26, 1995 the Board of Trustees approved a Board Resolution to create a Study Abroad Program for a summer program in China.

City College of San Francisco offered Study Abroad Programs in China in the summer of 1995, and again for two consecutive summers in 1998 and 1999. Another summer program is being offered for the summer of 2000.

City College of San Francisco proposes to offer a Study Abroad Program, Summer 2001 to China. The program will be offered for transferable credit in Asian Studies. City College of San Francisco also proposes to explore options for future programs in partnership with Beijing Union University, Peking University and/or Shanghai University. The costs of the program will be borne by the students. The District shall not expend any funds for transportation, housing, meals or incidentals.

At this time, we would like to request proposals from qualified contractors to provide the necessary transportation and on-site logistical services associated with Study Abroad Programs in China.

Contractors should also be willing to work with the college to explore options that would afford low-income students the opportunity to actively participate in study abroad programs.

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DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

RESOLVED: That authorization be hereby given conduct a Summer 2001 Study Abroad Program to China, and explore options for future programs in partnership with Beijing Union University, Peking University and/or Shanghai University, provided that the programs be conducted in conformance with applicable laws. The District shall expend no funds for transportation, housing, meals, or incidentals, and

FURTHER BE IT RESOLVED: That the District obtain proposals from qualified contractors to provide necessary transportation and other services in connection with the Summer 2001 excursion, and

FURTHER BE IT RESOLVED: That said contractor be willing to work with the District to provide necessary transportation and other services for future programs in China, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Joanne Low, Originator
With Jill Heffron

02/24/00 – B13 page 2

Date: February 24, 2000

B14

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS

Authorization to amend six(6) resolutions as indicated in the table totaling \$185,163.80
(Resolution No. 000224-B14)

<u>ORIGINAL RESOLUTION NUMBER</u>	<u>GRANTOR/CONTRACTOR</u>	<u>ORIGINAL CONTRACT DATE</u>	<u>ORIGINAL TOTAL AMOUNT</u>	<u>CHANGE</u>	<u>NEW TOTAL NOT TO EXCEED</u>	<u>COMMENTS: ORIGINATOR</u>
A 990930-B24	California Community Colleges/Economic Development/Job Development Incentive Training Fund/Anthony M. Wong	Sept. 15, 1999 – March 31, 2000	\$22,000	To decrease the original amount from \$22,000 to \$15,000	\$15,000	Originator: Phyllis G. McGuire
B 990624-B17	California Community Colleges/Economic Development/Job Development Incentive Training Fund/Joan Ortega	July 1, 1999 – Dec. 31, 1999	\$10,000	Extend contract date to Mar 31, 2000, and to increase amount by \$5,000	\$15,000	For additional services Originator: Phyllis McGuire
C 970918-B7	California Community College Chancellor's Office-AmeriCorps	Aug. 1, 1997-February 15, 2000	\$93,200-1 st yr. \$93,200-2 nd yr.	Date Change and +\$ 88,546	\$274,946 from Aug 1, 1999 to Dec. 31,2000	Third year funding for AmeriCorps Project. Originator: Phyllis McGuire

<u>ORIGINAL RESOLUTION NUMBER</u>	<u>GRANTOR/CONTRACTOR</u>	<u>ORIGINAL CONTRACT DATE</u>	<u>ORIGINAL TOTAL AMOUNT</u>	<u>CHANGE</u>	<u>NEW TOTAL NOT TO EXCEED</u>	<u>COMMENTS: ORIGINATOR</u>
D	990429-B19 Children's Council of San Francisco	Fiscal Year 1999-2000	\$113,000	+\$37,817.80	\$150,817.80	+\$37,817.80 will be used for conducting credit child development classes. Originator: Sandra Handler
E	981119-B22 Low Income Housing Fund	Open	\$5000	+\$2500	\$7500	+\$2500 will be used for conducting credit child development classes. Originator: Sandra Handler
F	990930-B22 Federal Office of Population Affairs/ Antoinette Ortiz	Sept. 16- Mar. 1, 200	\$18,150	Date Change and Increase Original amount not to exceed \$36,300	Not to exceed \$36,300	+\$18,850 will be used for conducting teen pregnancy prevention presentations to SFUSD middle and high school students. Originator: Sandra Handler
			TOTAL	\$185,163.80		

RECOMMENDATION:

RESOLVED: That the Board authorizes the specific amendment to the Resolution as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their Designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

B15

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

**Approval to submit an application and appropriate funds
Received – California Endowment.
(Resolution No. 000224-B15)**

BACKGROUND INFORMATION:

City College of San Francisco wishes to apply and appropriate funds received from the California Endowment. This grant will allow the Health Science Department of City College of San Francisco to participate in a major California state initiative to establish special language interpretation for the healthcare professions. The funds will be used to develop and publish curriculum as well as conduct training of health care interpreter instructors. This is a two year grant with \$100,000 allocated for the first year and \$100,000 for the second year.

There is no additional space or in-kind match required. City College of San Francisco is the fiscal agent. San Francisco State University is our partner in the program. This budget addresses only year one.

Income

California Endowment (first year)	\$100,000
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Expenditures

Employees Salaries and Benefits	\$ 20,600
Supplies and Materials	13,400
Other Operating Expenses	12,000
Indirect (8%)	8,000
Sub-recipient contract (SFSU)	<u>46,000</u>
Total	\$100,000

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RECOMMENDATION:

RESOLVED: That authorization be hereby given to submit an application and appropriate all funds receivable upon approval from the California Endowment for the grant, "Health Care Interpreter Curriculum Dissemination" for the period of March 1, 2000 until March 1, 2001 in the amount not to exceed \$100,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

02/24/00 – B15 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

B16

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANT

**Authorization to enter into a special service contract -- Iris Starr
(Resolution No. 000224-B16)**

BACKGROUND INFORMATION:

On October 28, 1999, the Board of Trustees approved Resolution No. 991028-B17 to appropriate funds received from the San Francisco Department of Human Services (DHS) to create a Construction and Maritime Training Center. This Center would provide new and upgraded facilities and cutting-edge training programs for low-income individuals seeking to enter the construction workforce, as well as skill upgrade opportunities for individuals already in the field. This proposal was approved and supported by a \$1.1 million-dollar grant from the DHS (\$600,000) and Mayor's Office of Community Development (\$500,000) on December 14, 1999. At the time of application, City College recognized the need for specialized assistance to plan and initiate the program, and accordingly, a portion of the grant was identified for the express purpose of retaining a consultant as project manager.

Therefore, the Training Center would like to hire Iris Starr, as a consultant, to plan, schedule, coordinate, facilitate, and manage the initial development of the Construction and Maritime Training Center.

This contract will begin January 25, 2000, and continue through May 26, 2000.

The cost of this contract not to exceed \$25,000, will be covered by the grant from the Department of Human Services.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to enter into a contract with Iris Starr to plan, coordinate and manage the initial developments of the Construction and Maritime Training Center grant for the period of January 25, 2000 to May 26, 2000 for a total not to exceed \$25,000, and

02/24/00 – B16 page 1

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FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis G. McGuire, Originator

02/24/00 – B16 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

B17

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

**Approval of Training Contract for the San Francisco
Hotels Partnership Project
(Resolution No: 000224-B17)**

BACKGROUND INFORMATION:

The hospitality industry is one of the most important and largest private economic sectors in San Francisco. In order for the hotels to stay competitive, the industry requires all its employees to have a high level of skill in guest relations, communications and technical job performance.

In 1994, a multi-employer group (MEG) of 12 first-class hotels and two labor unions formed the San Francisco Hotels Partnership Project (SFHPP) to enhance and bridge the gap between management and labor. The purpose of the SFHPP is to develop a working partnership between labor and management that addresses the rapid changes and demands of the hospitality industry. The SFHPP develops team building and problem solving processes and structures which recognize each party's distinct interests and concerns. Its common goals include: increasing the market share of these hotels in the national hospitality industry; retaining jobs and improving working conditions and promotional opportunities; and instituting new work processes.

The SFHPP reached the conclusion for its first five years and is now in the process of organizing the next five years. The Office of Contract Education will provide the first year pilot project that includes project coordination, classroom instruction, translations and training materials, for a fee of \$274,778. The training will begin on March 1, 2000 and end on February 28, 2001. The pilot project, if successful could lead to an on-going training project for the next four years. The budget for the project is summarized as follows:

<u>Income</u>	
SFHPP Training Contract	\$274,778
<u>Expenditures:</u>	
Academic Salaries and Benefits	\$143,753
Translation	88,330
Training Materials	4,100
Indirect Cost	<u>38,595</u>
	\$274,778

The funds for the contract are from the SFHPP Training Contract. No district match is required.

RECOMMENDATION:

RESOLVED: That authorization is hereby given to contract with the San Francisco Hotels Partnership Project (SFHPP) to provide the pilot project for its second phase training program, for the period of March 1, 2000 to February 28, 2001, at a cost not to exceed \$274,778, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000 **B18**
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
SUBJECT: GRANTS
Approval for Special Services Contract -- CAMI Consulting
(Resolution No. 000224-B18)

BACKGROUND INFORMATION:

On October 29, 1998, the SFCCD adopted Resolution No. 981029-B20 to accept a grant from the Federal Office of Population Affairs to conduct the City College Adolescent Pregnancy Prevention Program (C-CAPP) which provide comprehensive teen pregnancy prevention presentations to SFUSD middle and high school students.

C-CAPP wishes to contract with CAMI Consulting to provide evaluation services for the project. CAMI Consulting will collect and analyze all data collected for the amount not to exceed \$13,500 and for the funding period beginning on September 16, 1999 and ending September 15, 2000. The funds for the contract are from the Federal Office of Population Affairs grant. No District general fund monies are required.

RECOMMENDATION:

RESOLVED: That authorization is hereby given to contract with CAMI Consulting to provide evaluation services for C-CAPP. Total cost is not to exceed \$13,500 for the period ending September 15, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

02/24/00 – B18 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000 **C1**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: EQUIPMENT, SUPPLIES & SERVICES
Procurement of Equipment, Supplies,
Services, Etc., less than \$3,000
(Resolution No. 000224-C1)

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than \$3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling \$ 312,953.57 individual amounts of less than \$3,000 not heretofore approved as summarized and detailed below:

Direct Payments	\$ 50,506.53
Purchase Orders	210,442.60
Travel/Mileage	<u>52,004.44</u>
GRAND TOTAL:	\$ 312,953.57

James Kendrix, Originator

02/24/00 - C1 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: February 24, 2000

C2

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: EQUIPMENT, SUPPLIES & SERVICES
Procurement of Equipment, Supplies ,
Services, Etc., more than \$3,000
(Resolution No. 000224-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment "A".

GRAND TOTAL: \$552,814.98

James Kendrix, Originator

02/24/00 - C2 page 1

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A	B	C	D	E	F	G	H	I	J
1 Fund	Org	Act	Prog	Act	Department	Vendor	Doc #	Amount	Description
2 U	0040	5801	6600	C	Public Information	KGO -AM	DP76241	4,000.00	Advertising
3 U	0040	5802	6600	C	Public Information	Yamaguma & Associates, Inc.	DP76239	21,758.25	Advertising
4 U	0040	5802	6600	C	Public Information	TDI-Transportation Displays, Inc.	DP76207	15,550.00	Advertising
5 U	0040	5802	6600	C	Public Information	TDI-Transportation Displays, Inc.	DP76221	13,352.00	Advertising
6 U	0040	5802	6600	C	Public Information	Belaire Displays, Inc	DP76216	9,067.25	Advertising
7 U	0040	5802	6600	C	Public Information	George Lithograph	PO76224	6,324.47	Advertising
8 U	0040	5802	6600	C	Public Information	SF Neighbor Newspaper Assoc.	DP76247	6,132.75	Advertising
9 U	0040	5802	6600	C	Public Information	Chinese Media Group	DP76244	3,888.00	Advertising
10 U	3562	4301	6770	S	College Services	The Unisource Corporation	PO46327	14,697.84	Supplies
11 U	3562	4301	6770	S	College Services	Office Depot Inc.	OD1711	12,152.91	Supplies
12 U	3562	4301	6770	S	College Services	Multigraphics, Inc.	PO46326	5,392.07	Supplies
13 U	3564	5350	6770	S	Mail Services	U. S. Postmaster	DP72325	30,000.00	Postage
14 U	3564	5350	6770	S	Mail Services	U. S. Postmaster	DP72325A	20,000.00	Postage
15 U	4024	4303	6200	S	A & R - NonCredit	Scantron Corp	PO70077	4,096.91	Supplies
16 U	4026	4303	6200	S	A & R Dean's Office - Credit	Prestige Graphics, Inc.	DP74081	10,489.90	Supplies
17 U	4900	5410	6770	S	Central Services	Robert F. Driver Company, Inc.	DP75163	4,703.00	Insurance
18 U	5120	6414	6010	C	Summer/Intersession	Scantron Corp	PO55246	13,691.46	Equipment
19						Total Unrestricted		195,296.81	
20									
21	420641	3546	6202	7100	H SM 98-99 PH Rpl Ele Serv/Ctrl	Crown Electric, Inc.	DP73375	14,458.00	Capital Projects
22	412832	0130	9704	7100	S HAZ MAT - Underground Tanks	Centerline Corporation, Inc.	DP86401	4,152.99	Capital Projects
23	412015	0130	6201	7100	S Remodel Allied Health	Double Day Office Services	DP41656	3,940.00	Capital Projects
24	412015	0130	6201	7100	S Remodel Allied Health	Double Day Office Services	DP41680	3,685.00	Capital Projects
25	412015	0130	6202	7100	S Remodel Allied Health	Southway Construction	DP77056	9,600.00	Capital Projects
26	412015	0130	6202	7100	S Remodel Allied Health	Southway Construction	DP41696	5,000.00	Capital Projects
27	221010	7138	4211	6940	C Hotel/Restaurant	Seven Up Bottling Co. of SF	TP73298	12,000.00	Supplies
28	213005	1546	7701	6720	S Child Devl - Grant Fiscal Svcs	CA Dept. of Education	DP66411	6,126.10	Grant Refund
29	212104	1546	9710	6720	S State Pre School 98-99	CA Dept. of Education	DP66411	11,963.90	Grant Refund
30	140855	0020	4410	6600	S Chancellor's Office Dev Fund	American Program Bureau, Inc.	DP74868	6,000.00	Supplies
31	140520	7770	6414	6960	S Athletics Baseball Booster	National Batting Cages	CAP16754	4,001.58	Equipment
32	125505	7630	6102	4900	C International Ed Proc Fees	Floorcraft	PO76969	3,320.00	Capital Projects
33	125112	1105	5190	6599	S Chinatown Rental Properties	Stubbs & Leone	DP75165	3,145.08	Services by Contract
34	123883	2510	5656	6780	S TTIP-HR 99-00	The California State University	DP71735	31,520.00	M & R Equip
35	123873	6110	5650	6490	N Matriculation - NC 99-00	CAPP Associates, Inc.	DP76752	4,352.04	M & R Equip
36	123851	6420	6413	6470	C Inst Equipment Repl 99-00	Dell Computer Corp.	PO65438	3,069.48	Equipment

	A	B	C	D	E	F	G	H	I	J
37	123851	7116	6413	1300	C	Inst Equipment Repl 99-00	Pattern Works	PO40108	4,907.50	Equipment
38	123851	7210	6413	700	C	Inst Equipment Repl 99-00	Dell Computer Corp.	PO70919	4,654.66	Equipment
39	123851	7216	6414	1900	C	Inst Equipment Repl 99-00	Fisher Scientific	PO70518	3,227.12	Equipment
40	123851	7550	6414	1000	C	Inst Equipment Repl 99-00	Steeldeck Inc.	PO69992	17,497.79	Equipment
41	123851	7742	6413	1200	C	Inst Equipment Repl 99-00	Arsys Innotech Corporation	PO75582	5,811.28	Equipment
42	123851	7742	6413	1200	C	Inst Equipment Repl 99-00	Audio Graphic Systems	PO75580	5,419.58	Equipment
43	123851	9500	6413	6010	C	Inst Equipment Repl 99-00	Micron Gov Computer Systems	PO70622	49,998.36	Equipment
44	123851	9500	6413	6110	C	Inst Equipment Repl 99-00	Novell Inc.	PO71825	4,296.60	Equipment
45	123851	9500	6413	6110	C	Inst Equipment Repl 99-00	Toptek Micro Center, Inc.	PO71819	3,387.72	Equipment
46	123850	2510	6413	6120	S	Telecom & Technology 98-99	MicroAge InfoSystems Services	IP66066A	4,448.50	Equipment
47	123849	7138	6414	500	C	Instructional Equipt Repl 98-99	Federighi Food Machinery	PO73287	3,052.38	Equipment
48	123849	7182	6413	900	C	Instructional Equipt Repl 98-99	Audio Graphic Systems	PO77160	6,505.66	Equipment
49	123849	7546	6414	1000	C	Instructional Equipt Repl 98-99	Adorama	PO74373	7,884.76	Equipment
50	123849	7725	4303	1200	C	Instructional Equipt Repl 98-99	Bay Area Surgical Co., Inc.	PO67814	3,666.43	Supplies
51	123849	7728	6414	1200	C	Instructional Equipt Repl 98-99	Lippincott Williams & Wilkins	PO72591	3,320.12	Equipment
52	123849	9320	6302	6120	C	Instructional Equipt Repl 98-99	Yankee Book Peddler	TP48207	5,500.00	Capital Projects
53	123848	9320	6304	6120	C	BLK GRNT-TAX SHRTFALL 98-99	Comm College League Of Cal	DP63309	6,542.00	Capital Projects
54	123364	9240	5190	7020	S	ECO DEV/Workplace 1999-2000	Guzman C	PS99098	18,600.00	Services by Contract
55	123353	9210	5190	7030	N	Eco Dev - CACT 99-00	Shohfi B	PS99094A	3,600.00	Services by Contract
56	123205	7320	6413	4900	N	DSFS - Excess Cost 99-00	Multwave Technology	PO66645	5,364.20	Equipment
57	123113	7800	7702	7320	N	CALWORKS - 99-00	Economic Opportunity Council	TP99027	25,989.60	Financial Aid
58	123024	74	5720	6760	S	AB 1725 Staff Diversity 99-00	DR Associates International	TP99028	8,000.00	Legal fees
59	122503	8250	5610	6830	N	Pregnancy Prevention Prog 99-00	Makras Real Estate	TP70214	10,800.00	Facilitat Rentals
60	121245	8180	4303	1500	N	Adult Basic Education 99-00	Island Advertising Specialties	PO72079	4,980.55	Supplies
61	121245	8180	4303	1500	N	Adult Basic Education 99-00	Virco Mfg Corporation	PO74940	3,232.22	Supplies
62	121245	8180	5650	1500	N	Adult Basic Education 99-00	IKON Office Solutions	TP72078	3,675.00	M & R Equip
63	121245	8180	5656	1500	N	Adult Basic Education 99-00	Fairfield Technologies	PO74917	3,030.00	Software Licenses
64	121191	5153	5210	6020	S	NSF - BioInk 98-99	Marriott Hotel	DP75303	3,791.97	Travel
65							Total Restricted		357,518.17	
66										
67							Total Unrestricted and Restricted		552,814.98	



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: February 24, 2000

F1

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Appointment
Educational Academic Administrator
(Resolution No. 000224-F1)

BACKGROUND INFORMATION:

Resolution No. 000224-F1 covers an educational academic administrative appointment for the Associate Dean, Admissions and Records (Noncredit) (Office of the Vice Chancellor, Student Development). Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective February 25, 2000, **MaryLou Leyba-Frank** be appointed Associate Dean, Admissions and Records (Noncredit) (Office of the Vice Chancellor, Student Development). Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification B, Dean I/Associate Director.

Clara Starr, Originator

02/24/00 - F1 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

AMENDED 02/15/00

Date: February 24, 2000 F2

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Interim Appointment
Non-Educational Academic Administrator
(Resolution No. 000224-F2)

BACKGROUND INFORMATION:

Resolution No. 000224-F2 covers an interim non-educational academic administrative appointment for the Associate Director, Human Resources (Office of the Vice Chancellor, Finance and Administration). Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective March 1, 2000 - June 30, 2000, Hoi Ko be appointed Associate Director, Human Resources (Office of the Vice Chancellor, Finance and Administration). Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification B, Dean I/Associate Director.

Clara Starr, Originator

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: February 24, 2000 **F2**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Interim Appointment
Non-Educational Academic Administrator
(Resolution No. 000224-F2)

BACKGROUND INFORMATION:

Resolution No. 000224-F3 covers an interim non-educational academic administrative appointment for the Associate Director, Human Resources (Office of the Vice Chancellor, Finance and Administration). Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective March 1, 2000, _____
be appointed Associate Director, Human Resources (Office of the Vice
Chancellor, Finance and Administration). Salary shall be in accordance with the
1999/2000 Management Salary Schedule Classification B, Dean I/Associate
Director.

Clara Starr, Originator

02/24/00 - F2 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

G1-G6

DATE: February 24, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
Subject: Academic Employees
Credit Program/Non-Credit Program
District Funded
City College of San Francisco
(Resolutions 000224-G1-G6)

BACKGROUND INFORMATION:

These resolutions cover district funded academic employees appointments and/or other related personnel transactions. Unless otherwise indicated in the resolution, appointments are classified as temporary. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Clara Starr, Originator

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RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester and department shown. Employment is contingent upon adequate class enrollment, possession of applicable minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time academic employees shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments for full-time academic employees shall be in accordance with the relevant provisions of the appropriate bargaining contracts and the City College of San Francisco Faculty Handbook.

FALL 1999

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Division</u>
+ Cate, Donald T	Theater Arts	Credit
Chytrowski, Patricia C	Graphic Communication	Credit
+ Krustapentus, Emilie A	English As a Second Language	Credit
Long, William Eugene	Fire Science	Credit
+ Mills, Vodray A.	Counseling	Credit
+ Ubungen, Dennis F	Counseling	NonCredit
Wellin, Edith	Human Resources	Credit

G1 Fall 1999: 7

SPRING 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Division</u>
Accornero, Marc	Foreign Languages	
+ Aguiar, Gleen	Math	Credit
+ Allen, Mary J	Health Care Technology	Credit
Amarotico, Kathryn K.	Theater Arts	Credit
Arquette, Edward J	Automotive/Trade Skills	Credit
Arrol, Dawn M	English As a Second Language	NonCredit
Artiga, Antonio	Counseling	NonCredit
Ashley, Charles W	Photography	Credit
Atkinson, Lynn A	ADMJ	Credit
Attiogbe, Kwablah J	Biological Sciences	Credit
Avery, Franklin L	Photography	Credit
Axt, Anita A	Foreign Languages	Credit
+ Ayala, Hilda M	English As a Second Language	NonCredit
Ayala, Rene	Transitional Studies	NonCredit
Bar-Lev, Becky A	English As a Second Language	NonCredit
Baraff, Barbara E	Foreign Languages	Credit
Barten, Gary	Art	Credit
Bartholomew, Muriel	Foreign Languages	Credit
+ Batchelor, Karen L	English As a Second Language	Credit
Beachy, Stephen Eric	Bus/Office Tech/Small Bus	NonCredit
Beaumont, Richard A.	Apprenticeship	NonCredit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Unrestricted

	Begg, Connie M	Photography	Credit
	Belbin, Charles Lynwoo	English As a Second Language	NonCredit
	Benham, Ursula E	Foreign Languages	Credit
	Bennich, Agathe	Art	Credit
	Benshoof-Holler, Marga	English As a Second Language	NonCredit
*	Berger, Jacqueline Lis	English	Credit
	Berman, Marshall P	Photography	Credit
	Bernard, Barbara C.	Art	Credit
	Berston, Susan	Bus/Office Tech/Small Bus	NonCredit
*	Bewick-Collins, Andrea	English	Credit
	Beyer, Karyn J	Broadcast Electronic Media Art	Credit
	Bibliowicz, Morris	English As a Second Language	NonCredit
	Birmingham, Nancy L	Nursing	Credit
+	Bixler, Ronald A	Human Resources	Credit
	Blair, Caroline M	Film Production	Credit
*	Bogomolny, Abby Lynn	English	Credit
	Boguski, Mark E	Art	Credit
	Boicos, Christopher	Art	Credit
*	Boller, Robert Randall	English	Credit
*	Bosia, Michael Joseph	Gay/Lesbian & Bi-Sexual Stud.	Credit
	Boufis, Christina M.	Transitional Studies	NonCredit
	Boyle, Karen A	Nursing	Credit
	Boyle, Robert Patrick	Hospitality Training	NonCredit
+	Bozin, Patricia R	Counseling	NonCredit
	Breyer, Jeffrey	English As a Second Language	NonCredit
*	Briggs, Daketima G.	Bus/Office Tech/Small Bus	Credit
	Broucaret, Auguste	Environmental Hort & Floristy	Credit
	Broucaret, Robert Jame	Environmental Hort & Floristy	Credit
	Brown 111, Harold C	Phys Educaton & Dance	Credit
	Brown, David Lawrence	File Production	Credit
	Brown, Kathryn	Disabled Stud Prog & Services	NonCredit
	Brown, Kenneth D	English As a Second Language	NonCredit
	Brown, Lori L.	Library Services	Credit
+	Brown, Steven W	Environmental Hort & Floristy	Credit
	Brubaker, Deborah Ann	Film Production	Credit
	Brunner, Edda S	Foreign Languages	Credit
	Burick, Kathleen	Phys Education & Dance	Credit
	Burnick, Merle Toby	English As a Second Language	NonCredit
+	Butler, Rebecca Joyce	Bus/Office Tech/Small Bus	Credit
	Butler, Terry A	English As a Second Language	NonCredit
	Bykle, Tron J	Art	Credit
	Cabading, Leon F	Counseling	NonCredit
*	Caldas, Armando R	Automotive/Trade Skills	Credit
+	Caldwell, Mary S	Bus/Office Tech/Small Bus	NonCredit
	Calija, Augustine D	Journeyman-Training	NonCredit
	Calvello, III, Michael	Computer & Information Science	Credit
+	Calvello, Michael	Interdisciplinary Studies	Credit
	Camargo, Yelena	Foreign Languages	Credit
+	Carfantan, Gerard T	Foreign Languages	Credit
	Carrasco, Ernest S	Apprenticeship	NonCredit
+	Casserly, John J	Bus/Office Tech/Small Bus	Credit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Unrestricted

	Cavanaugh, D Joy	Disabled Stud Prog & Services	NonCredit
	Cedillo, Arnulfo	Latin-American Studies	Credit
	Cedillo, Arnulfo	Mission Campus	Credit
	Cereghino, Kenneth R	Apprenticeship	Credit
+	Cerone, Jack W	Transitional Studies	NonCredit
	Cerone, Kay A	Bus/Office Tech/Small Bus	NonCredit
+	Cerone, Lydia A	Bus/Office Tech/Small Bus	Credit
+	Cerone, Phillip E	Transitional Studies	NonCredit
	Cham, James F	English As a Second Language	NonCredit
	Chan, Andrew K	English As a Second Language	NonCredit
	Chang, Benjamin P	English As a Second Language	NonCredit
	Chapuis, Dominique	English As a Second Language	NonCredit
	Chen, Cora	English As a Second Language	NonCredit
	Cheng, Chih-Yih	Foreign Languages	Credit
+	Cheremeteff, Maria	Art	Credit
	Chin, Eddie Y	English As a Second Language	NonCredit
	Ching, Gary K	Architecture	Credit
	Chinn, Branda	Concert/Lecture	Credit
	Chiu, Myrna	Graphic Communication	Credit
	Chow, James Chinghui	Aircraft Maintenance Tech.	Credit
+	Chun, Doris S	Foreign Languages	Credit
+	Clark, Ann T	Counseling	NonCredit
	Clark, Dani L	English As a Second Language	NonCredit
	Clark, Dani L	Contract Education	NonCredit
	Clark, Eva H	Transitional Studies	NonCredit
	Clark, Lon C	Photography	Credit
*	Clark, Michael N.	Earth Sciences	Credit
+	Clark, Ophelia	Bus/Office Tech/Small Bus	Credit
	Cline, Elissa A.	Interdisciplinary Studies	Credit
+	Cochennec, Mathieu	Hotel & Restaurant Operation	Credit
	Collins, Bruce K	Transitional Studies	NonCredit
	Collins, Warren	English As a Second Language	NonCredit
	Colonnese, Victor	Bus/Office Tech/Small Bus	NonCredit
	Conaway, Ellen Suhr	Disabled Stud Prog & Services	NonCredit
+	Concin, Claudio	Foreign Languages	Credit
	Connell, Katherine M.	Library Services	Credit
	Cowan, Sue	Dental Assisting	Credit
*	Crawford-Ades, Natalia	English As a Second Language	Credit
	Cross, Kevin P	English As a Second Language	NonCredit
	D'Aquila, Ulysses L	English As a Second Language	NonCredit
	Damato, Lawrence R.	Counseling	NonCredit
	Danjelic, Erica	Disabled Stud Prog & Services	NonCredit
	Davis, Pamela	English As a Second Language	NonCredit
+	Davis, Richard H	Biological Sciences	Credit
+	Dawydiak, Cecile M	Nursing	Credit
	Dea, Alvin M	English As a Second Language	NonCredit
	Degliantoni, Gary	Apprenticeship	NonCredit
	Del-Grande, David M	Automotive/Trade Skills	Credit
	Dent, Carol J	English As a Second Language	NonCredit
	Devito, Gennaro A	Bus/Office Tech/Small Bus	NonCredit
	Devone, Bess A	Child Dev. & Family Studies	NonCredit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Unrestricted

Di Coio, Alfred A.	Journeyman-Training	NonCredit
Diamond, Joseph N.	English As a Second Language	NonCredit
+ Diaz, Jorge E	Aircraft Maintenance Tech.	Credit
Doane, Timotha J	English As a Second Language	Credit
Drew, Jesse T.	Interdisciplinary Studies	Credit
Drinnon, Jon Tweed	English	Credit
Drury, William Louis	Apprenticeship	NonCredit
DuBois, Marcia J	English As a Second Language	NonCredit
Ecton, Vicky L	Health Care Technology	NonCredit
Edmondson, Wilbur O	English As a Second Language	NonCredit
Egan, Ross M	English As a Second Language	NonCredit
Elliott, Robert Keith	English As a Second Language	NonCredit
+ Emanuel, Charles Alber	Aircraft Maintenance Tech.	Credit
Erickson, Earl W	Bus/Office Tech/Small Bus	NonCredit
Erwin, Tracey Helen	English As a Second Language	NonCredit
+ Estupinian, Joseph	Automotive/Trade Skills	Credit
Fahy, Ronald David	Apprenticeship	NonCredit
Falk, Marion L	English As a Second Language	NonCredit
+ Fan, Mark M	Library Services	Credit
Fang, Lynn L	Consumer Education	NonCredit
Fang, Lynn L	English As a Second Language	NonCredit
Fang, Lynn L	Health Care Technology	NonCredit
Fang, Sandra Ying	English As a Second Language	Credit
Farquhar, Jennifer	Library Services	Credit
Farrow, Robert T.	Apprenticeship	NonCredit
Felzer, William	Trade Skills	NonCredit
Femenia, Carol	Nursing	Credit
+ Ferrara, Lawrence	Music	Credit
Finlev, Leslie	English As a Second Language	NonCredit
+ Fiore, Linda J	Health Care Technology	Credit
Fisher, Robert J	Automotive/Trade Skills	Credit
Flewellen, Olivier Yvo	Bus/Office Tech/Small Bus	NonCredit
Fong, Adrienne D	Child Dev. & Family Studies	NonCredit
Fong, Cynthia J	Child Dev. & Family Studies	NonCredit
Foreman, Joyce E	Disabled Stud Prog & Services	NonCredit
Foston, Frances	Bus/Office Tech/Small Bus	NonCredit
Fox, Rachelle	Disabled Stud Prog & Services	NonCredit
Franeta, Sonja	English As a Second Language	NonCredit
Franklin, Kim R.	English As a Second Language	NonCredit
+ Gee, Coleen L	Counseling	NonCredit
Gensler, Theresa M	Disabled Stud Prog & Services	NonCredit
Gilewska, Bozena	English As a Second Language	NonCredit
Gill, Carl	Bus/Office Tech/Small Bus	NonCredit
* Gimenez-Rosello, Carme	English	Credit
Glosser, Frederick C	Human Resources	Credit
Goe, Velda Marie	Broadcast Electronic Media Art	Credit
Goldstein, Augusta Alc	English As a Second Language	NonCredit
Good, Maral	Disabled Stud Prog & Services	NonCredit
Gordon, James C	English As a Second Language	NonCredit
Gordon, Richard G.	Photography	Credit
Gordon, Susan E	Bus/Office Tech/Small Bus	NonCredit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Unrestricted

Gougoutas, Anne K	Transitional Studies	NonCredit
Grab, Vera	Child Dev. & Family Studies	NonCredit
Grandits, Frank J	English As a Second Language	Credit
Graves, Janelle M.	Art	Credit
Grayson, Richard B	Bus/Office Tech/Small Bus	NonCredit
Greene, Elouise	Counseling	Credit
Grier, William T	English As a Second Language	NonCredit
Griffis, Stanley J	Transitional Studies	NonCredit
Gumina, Joseph P.	Automotive/Trade Skills	Credit
+ Guthrie, Michael J	Biological Sciences	Credit
Gutierrez, Dave P.	Apprenticeship	NonCredit
Gutierrez, Eusebio R	Broadcast Electronic Media Art	Credit
Habegger, Valerie	Transitional Studies	NonCredit
Habersham, Ezekiel	Counseling	Credit
Haena, Calvin M	English As a Second Language	NonCredit
+ Hammerich, Keith C	Hotel & Restaurant Operation	Credit
+ Hansen, Frederick	Automotive/Trade Skills	Credit
Hanzo, Christopher Mat	Labor Studies	Credit
+ Hardiman, David	Music	Credit
+ Hatcher, Henry C	Bus/Office Tech/Small Bus	Credit
+ Hayes, Donna J	Counseling	Credit
Haynes-Creswell, Sharo	Bus/Office Tech/Small Bus	NonCredit
Hernandez, Linda T	Foreign Languages	Credit
+ Hillan, John M	Environmental Hort & Floristy	Credit
Hong, Patricia Y	English As a Second Language	NonCredit
Hongo, Jo-Anne S.	Biological Sciences	Credit
Hough, Tonya C	Photography	Credit
Hovanesian, Suzanne A.	English As a Second Language	NonCredit
+ Hsu, Hilary K	Bus/Office Tech/Small Bus	Credit
Huang, Su P	English As a Second Language	NonCredit
Hudson, Julia	Bus/Office Tech/Small Bus	NonCredit
Hughes, Patricia B	English As a Second Language	NonCredit
Huntzinger, Anne K	English As a Second Language	NonCredit
Huszagh-Lockwood, Debo	English As a Second Language	NonCredit
Hutton, Roscoe	Aircraft Maintenance Tech.	Credit
+ Huynh, Kim-Dung L	Community Services	NonCredit
Hwang, Edwin S	Bus/Office Tech/Small Bus	Credit
Hwang, Edwin S	Bus/Office Tech/Small Bus	NonCredit
Jackson, Ida	Bus/Office Tech/Small Bus	NonCredit
Jackson, Lawrence J	Bus/Office Tech/Small Bus	Credit
Jackson, Lawrence J	Bus/Office Tech/Small Bus	NonCredit
James, Arlene	Transitional Studies	NonCredit
+ Johnson, Dennis R	English As a Second Language	NonCredit
+ Johnson, Rosemary	Counseling	NonCredit
Johnson, Wilber	Broadcast Electronic Media Art	Credit
Jones, Keith D.	Bus/Office Tech/Small Bus	NonCredit
Jones, Sharon	HIV Training	Credit
Kahn, Merle Deborah	Bus/Office Tech/Small Bus	Credit
Kapust, Waltraud H.	English As a Second Language	NonCredit
Kastner, Barbara J	English As a Second Language	NonCredit
+ Keech, Gregory	English As a Second Language	NonCredit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Unrestricted

Keeley, Gloria A	English As a Second Language	NonCredit
King, Dennis Martin	Apprenticeship	NonCredit
Kipp, Ana R.	Transitional Studies	NonCredit
+ Kitchin, Deborah A	Bus/Office Tech/Small Bus	NonCredit
Klein, Russel V	Journeyman-Training	NonCredit
+ Ko, Hoi M	Aircraft Maintenance Tech.	Credit
Kornblau, Jack	Transitional Studies	NonCredit
Kruckewitt, Peter Rich	Apprenticeship	NonCredit
+ Kudsi, Omar S	English	Credit
Kurpinsky, Annemarie D	Child Dev. & Family Studies	NonCredit
La Rocca, Isabella	Photography	Credit
Ladanowsky, Olaf J.	Aircraft Maintenance Tech.	Credit
Lampe, Jane L	Disabled Stud Prog & Services	NonCredit
Landau, Gregory P	Music	Credit
Landmesser, Anton C	English As a Second Language	NonCredit
Langholtz, Daniel J	Disabled Stud Prog & Services	NonCredit
Lardie, Rayne N	English As a Second Language	NonCredit
Latham, Raymond	Hotel & Restaurant Operation	Credit
Lau, Pennie S	English As a Second Language	NonCredit
Ledford, Frances Conno	Health Care Technology	NonCredit
Lee, Diana N	English As a Second Language	NonCredit
Lee, Susie K	English As a Second Language	NonCredit
Lee, Terrence	Counseling	NonCredit
Lee, Wayne C	English As a Second Language	NonCredit
Leech, Marla	Broadcast Electronic Media Art	Credit
Lehane, Thomas J	Apprenticeship	NonCredit
Leiva, Jose L	Theater Arts	Credit
Leonhardt, Edith A.	Biological Sciences	Credit
Leung, Bruce K	Bus/Office Tech/Small Bus	Credit
Lewis, Brian C.	English	Credit
Lewis, Christa M	Contract Education	NonCredit
Lindeboom, Robert T	English As a Second Language	NonCredit
Liu, Debra R	English As a Second Language	NonCredit
Lo, Leland	Aircraft Maintenance Tech.	Credit
Lodico, Linda M.	Contract Education	NonCredit
Loe, Humphrey J.	Interdisciplinary Studies	Credit
Louie, Van	English As a Second Language	NonCredit
Lu, Quan	English As a Second Language	NonCredit
Lucas-Clark, Joyce E.	Earth Sciences	Credit
Luckey, Bernadine Cori	Child Dev. & Family Studies	NonCredit
Lutsky, Sheila M.	English As a Second Language	NonCredit
+ Lynch, James B	Automotive/Trade Skills	Credit
MacAndrew, Ann L	English As a Second Language	NonCredit
+ Maestre, Jose M	Bus/Office Tech/Small Bus	NonCredit
Maher, Elizabeth	English As a Second Language	NonCredit
Malfatti, Raymond T.	Journeyman-Training	NonCredit
Mannu, Gianluigi Marce	Foreign Languages	Credit
Martin, Melody D	Transitional Studies	NonCredit
+ Martinez, Fred L	Bus/Office Tech/Small Bus	Credit
Mason, Larry Eugene	Journeyman-Training	NonCredit
Mattea, Betty	Dianostic Medical Imaging	Credit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Unrestricted

Mattea, Betty	Radiologic & Imaging Technology	Credit
McCarthy, Cornelius	Journeyman-Training	NonCredit
McCauley, Kerry L	Transitional Studies	NonCredit
McCloskey, Jr., John F	Apprenticeship	Credit
McCormick, Daniel	Apprenticeship	NonCredit
McDevitt, Charles D	Health Care Technology	Credit
McFarland, Sheila A	Broadcast Electronic Media Art	Credit
McMahan, Frank J	Health Care Technology	Credit
Mendonsa, George L	Bus/Office Tech/Small Bus	NonCredit
+ Meyer, Susan D	Bus/Office Tech/Small Bus	NonCredit
Milhoan, Gloria G	English As a Second Language	NonCredit
+ Millar, Stuart W	Aircraft Maintenance Tech.	Credit
+ Miller, David A	Automotive/Trade Skills	Credit
Miller, Eric S	Journeyman-Training	NonCredit
Miller, Robert	English As a Second Language	NonCredit
Mills, Robin M	Disabled Stud Prog & Services	NonCredit
+ Mitchell, Kathleen	Learning Assistance	Credit
Mitchell, Patricia	English As a Second Language	NonCredit
+ Mitchell, Tanya E	Aircraft Maintenance Tech.	Credit
+ Miyamoto, Edward	Aircraft Maintenance Tech.	Credit
Mize, Naoma L	Counseling	NonCredit
Monchatre, Jacques	English As a Second Language	NonCredit
Monroy, Maria M	Bus/Office Tech/Small Bus	NonCredit
Montenegro, Jacqueline	Counseling	NonCredit
Moreno, Renee M	Bus/Office Tech/Small Bus	NonCredit
Morse, James S.	Hotel & Restaurant Operation	Credit
+ Mueller, Madeline	Music	Credit
+ Munro, Thomas G	Bus/Office Tech/Small Bus	Credit
Munroe, Jeffrey Powers	Photography	Credit
Murphy, Chester F	Apprenticeship	NonCredit
Nagle, Deborah J	Broadcast Electronic Media Art	Credit
+ Nakahata, Alice	Child Dev. & Family Studies	NonCredit
Negrin, Alison	Hospitality Training	NonCredit
Neranchi, George A	Bus/Office Tech/Small Bus	NonCredit
Neumann, Robert J	English As a Second Language	NonCredit
Ng, Anthony	Health Care Technology	Credit
+ Ng, Ronald	Hotel & Restaurant Operation	Credit
Ng, Veronica	Counseling	NonCredit
Nguyen, Chau B	English As a Second Language	NonCredit
Noonan, Maureen S	Nursing	Credit
Norton, Daniel M	Apprenticeship	NonCredit
Norton, Daniel M	Journeyman-Training	NonCredit
Noto, Robert	Apprenticeship	NonCredit
O'Roke, Linda S.	English As a Second Language	NonCredit
Oakley, John D.	Hotel & Restaurant Operation	Credit
+ Ogden, Aaron John	Apprenticeship	NonCredit
+ Ogden, Aaron John	Hospitality Training	NonCredit
Ogrodnik, Jayne K	English As a Second Language	NonCredit
+ Oldham, Mary Thereza	Bus/Office Tech/Small Bus	Credit
Otake, Gary T.	Asian-American Studies	Credit
+ Owyang, Douglas	Phys Education & Dance	Credit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Unrestricted

	Padilla, Jose O	Apprenticeship	NonCredit
+	Palma, Freddy	Aircraft Maintenance Tech.	Credit
	Pang, Francis W	Trade Skills	NonCredit
	Parayno, Michael Donat	Asian-American Studies	Credit
	Parker, James	English As a Second Language	NonCredit
	Pasquinelli, Robert V	Apprenticeship	NonCredit
	Patel, Mahendra P.	Biological Sciences	Credit
+	Peck, Daniel	English As a Second Language	NonCredit
+	Pirolt, Erwin	Hotel & Restaurant Operation	Credit
+	Poley, James A	Bus/Office Tech/Small Bus	Credit
	Pong, Lawrence W	Biological Sciences	Credit
	Potter, Elizabeth A	Transitional Studies	NonCredit
	Punsalan, Douglas	Film Production	NonCredit
	Quinn, Jill H	Nursing	Credit
	Quintana, Alejandro F	English As a Second Language	NonCredit
+	Randolph, Alvin C	Counseling	Credit
	Reichman, Linda K	English As a Second Language	NonCredit
	Reitan, Carol H	Foreign Languages	Credit
+	Rendon, Peggy T	Counseling	NonCredit
+	Renner, Mary L	Bus/Office Tech/Small Bus	Credit
	Reynolds, Linda	Art	Credit
	Reynolds, Linda	English	Credit
*	Richmond, Kimberly Mic	English	Credit
	Roberts, David M	Phys Education & Dance	Credit
	Rodriguez, Dora E	Disabled Stud Prog & Services	NonCredit
	Rogers, Robert L	Apprenticeship	NonCredit
+	Rosales-Uribe, Maria	Transitional Studies	NonCredit
	Rosenberg, Stephanie C	Bus/Office Tech/Small Bus	NonCredit
	Rothe, Marianne	English As a Second Language	NonCredit
	Rowley, Shaun E.	Assessment	Credit
	Rowley, Shaun E.	Learning Assistance	Credit
	Rubin, Ronald S	Bus/Office Tech/Small Bus	Credit
	Rudolph, Linda J	English As a Second Language	NonCredit
	Rush, Helen	Bus/Office Tech/Small Bus	NonCredit
	Russo, Gloria	Foreign Languages	Credit
	Ryter, Alan R	English As a Second Language	NonCredit
	Sagastume, Juan E	Transitional Studies	NonCredit
+	Santos, Donald A	Art	Credit
	Savory, Joan H	Bus/Office Tech/Small Bus	NonCredit
	Savory, Joan H	Transitional Studies	NonCredit
	Schneider, Lynn	English As a Second Language	NonCredit
	Schooley, George E.	English As a Second Language	NonCredit
	Schumsky, Saul M.	Photography	Credit
	Schwartz, Marvin L	English As a Second Language	NonCredit
+	Seckman, John David	Graphic Communication	Credit
	Seid, Melvyn L	Journeyman-Training	NonCredit
	Seid, Patricia L	English As a Second Language	NonCredit
	Senzaki, Randall K.	Asian-American Studies	Credit
+	Shanahan, Maureen	Health Care Technology	Credit
	Shasky, Joseph Philip	Apprenticeship	NonCredit
	Shea III, Daniel T.	Apprenticeship	NonCredit

	Sheffield, Eugene	Journeyman-Training	NonCredit
+	Shoaf, William A	English As a Second Language	Credit
	Silver, Melinda	English As a Second Language	Credit
	Silverman, Herb M	Transitional Studies	NonCredit
	Silverman, Louis J	Health Care Technology	NonCredit
	Simpson-Baczek, Wanda	Earth Sciences	Credit
+	Small, William L	English As a Second Language	NonCredit
	Smith, Arthur J	Journeyman-Training	NonCredit
	Smith, Frank R	English As a Second Language	NonCredit
	Sneed, Jane W	Transitional Studies	NonCredit
	Spingola, David C	Automotive/Trade Skills	Credit
+	Spingola-Connolly, Jea	Counseling	NonCredit
	Starelli, John D	Journeyman-Training	NonCredit
	Stellman, Christopher	Hotel & Restaurant Operation	Credit
	Stepanek, Gail A	Phys Education & Dance	Credit
	Stevens, Holly E	English As a Second Language	NonCredit
	Stevens, Rudolf J	Apprenticeship	NonCredit
	Strid, Jerri L	English As a Second Language	NonCredit
	Sullivan, Heather Lynn	Interdisciplinary Studies	Credit
	Sung-Chun, Shirley	English As a Second Language	NonCredit
	Tagg, Brian	Apprenticeship	NonCredit
	Tagg, Brian	Journeyman-Training	NonCredit
	Tai, Julia M	English As a Second Language	NonCredit
	Tang, Alice	English As a Second Language	NonCredit
	Tang, Gayle Kit-Lim	Health Science	NonCredit
	Thormann, David G	English As a Second Language	NonCredit
	Tom, Perry B	Counseling	NonCredit
+	Tragardh, Thomas	English As a Second Language	NonCredit
	Tran, Marlene	English As a Second Language	NonCredit
	Travers, Anthony	Castro/Valencia	Credit
+	Truong, Barbara B	Counseling	NonCredit
+	Ubungen, Dennis F	Counseling	NonCredit
	Uchida, Hideki R	Bus/Office Tech/Small Bus	Credit
	Ullery, Kirk	Transitional Studies	NonCredit
	Valdez, Helen R	English As a Second Language	NonCredit
	Vazquez, Gustavo	Broadcast Electronic Media Art	Credit
	Vazquez, Gustavo	Film Production	Credit
	Vo, Danny	Mathematics	Credit
	Vota, Margaret E.	Bus/Office Tech/Small Bus	Credit
+	Walsh, Laura	English As a Second Language	Credit
	Weinman, Donna M.	Hospitality Training	NonCredit
	Wellin, Edith	Human Resources	Credit
	Wells, Wallace E	Bus/Office Tech/Small Bus	Credit
	Wells, Wallace E	Counseling	Credit
	Wesley, James A	Apprenticeship	NonCredit
	Westerfield, Elizabeth	English As a Second Language	NonCredit
	Whittom, Susan R	Child Dev. & Family Studies	NonCredit
	Williams, Maria M	Bus/Office Tech/Small Bus	NonCredit
	Williamson, Kovak C	Bus/Office Tech/Small Bus	Credit
	Williamson, Kovak C	Bus/Office Tech/Small Bus	NonCredit
	Williamson, Stephanie	Photography	Credit

**TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Unrestricted**

Wilson, Emily Hope	Transitional Studies	NonCredit
Wong, Annie M	English As a Second Language	NonCredit
Wong, Edmund Y.	Computer & Information Science	Credit
Wong, Ernest	English As a Second Language	NonCredit
Wong, James Z M	Counseling	NonCredit
Wong, Jones D	English As a Second Language	NonCredit
Wong, Manuel K	Child Dev. & Family Studies	Credit
Woo, Lily L	English As a Second Language	NonCredit
+ Woods, Anthony D	Bus/Office Tech/Small Bus	NonCredit
+ Wooten, Warren	Automotive/Trade Skills	Credit
Wyld, Ernest A	Journeyman-Training	NonCredit
Yang, Helen Y	English As a Second Language	NonCredit
Ye, Irene Z	English As a Second Language	NonCredit
Yee, Edmund	Automotive/Trade Skills	Credit
Yeung, Ellen L	English As a Second Language	NonCredit
+ Yim, Leslie K	Radiologic & Imaging Technolgy	Credit
+ Yngojo, Marcus R	Counseling	NonCredit
Yokoyama, Elaine H	Nursing	Credit
Yu, Howard K	Counseling	NonCredit
Yuan, Steven	Trade Skills	NonCredit
Zeiger, Margaret C.	Hotel & Restaurant Operation	Credit
Zeiger, Margaret C.	Hospitality Training	NonCredit
Zhang, Roger	English As a Second Language	NonCredit
Zolezzi, Charlotte Lor	Journeyman-Training	NonCredit
Zoll, Sharyn Lois	Transitional Studies	NonCredit
Zotman, Mikhail	Journeyman-Training	NonCredit

G1 SPRING 2000: 455

Total for G1: 462

**TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Restricted**

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester, department and restricted program shown. Employment is contingent upon funds available in the applicable restricted program. Employment is contingent upon adequate class enrollment, possession of applicable minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time academic employees shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments for full-time academic employees shall be in accordance with the relevant provisions of the appropriate bargaining contracts and the City College of San Francisco Faculty Handbook.

FALL 1999

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Grant</u>	<u>Division</u>
+ Batchelor, Karen L	Matriculation	Matriculation - Credit 99-00	Credit

G2 Fall 1999:

SPRING 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Grant</u>	<u>Division</u>
Artiga, Antonio	Counseling	Matriculation - NC 99-00	NonCredit
+ Brinson, Rosemary	Counseling	Matriculation - Credit 99-00	Credit
+ Cheng, Eva Yuen-Wan	Counseling	Matriculation - NC 99-00	NonCredit
Chung, J Chuong H	Matriculation	Matriculation - Credit 99-00	Credit
Damato, Lawrence R.	Counseling	Matriculation - NC 99-00	NonCredit
Doane, Timotha J	Matriculation	Matriculation - Credit 99-00	Credit
+ Gabler, Burton	English As a Second Language	Matriculation - NC 99-00	Credit
+ Gonzalez, Jacob E	Counseling	Matriculation - NC 99-00	NonCredit
Hammer, Jennifer C	English As a Second Language	Matriculation - NC 99-00	Credit
Martinez, Antonio E.	Counseling	Matriculation - NC 99-00	NonCredit
McCauley, Kerry L	Behavioral Sciences	Matriculation - NC 99-00	NonCredit
Miller, Norma A	Disabled Stud Prog & Services	DSPS Excess Cost 97-98	NonCredit
Montenegro, Jacqueline E	Counseling	Matriculation - NC 99-00	NonCredit
+ Rendon, Peggy T	Counseling	Matriculation - NC 99-00	NonCredit
+ Scholnick, Nadia F	English As a Second Language	Matriculation - NC 99-00	Credit
Silverman, Herb M	Transitional Studies	Matriculation - NC 99-00	NonCredit
+ Spingola-Connolly, Jeanni	Counseling	Matriculation - NC 99-00	NonCredit
+ Thompson, Sarah	Counseling	Matriculation - Credit 99-00	Credit
+ Yee, Sue L	Matriculation	Matriculation - NC 99-00	NonCredit
+ Yngojo, Marcus R	Counseling	Matriculation - NC 99-00	NonCredit
Yu, Howard K	Counseling	Matriculation - NC 99-00	NonCredit

G2 Spring 2000: 21

Total for G2: 22

Total Records: 484

000224 - G3
Amendment To
Resolution

RESOLVED: That resolution 000127-G6, Leave of Absence, be amended in part to show the following:

<u>NAME CHANGE FROM:</u>	<u>DEPARTMENT/CAMPUS</u>	<u>CONTRACT SECTION</u>	<u>EFFECTIVE DATES</u>
DREW, GLENDA	IDST-MULTIMEDIA / PHELAN	17.P	60% 01/14/00 - 05/26/00
TO:			
DREW, GLENDA	IDST-MULTIMEDIA / PHELAN	17.P	60% 02/19/00 - 05/26/00

000224 - G4
 Leave Of
 Absence

RESOLVED: That for the effective dates shown the following named academic personnel be granted leave of absence:

<u>NAME</u>	<u>DEPARTMENT/CAMPUS</u>	<u>CONTRACT SECTION</u>	<u>EFFECTIVE DATES</u>
GATLIN, ROCHELLE H.	SOCIAL SCIENCE / PHELAN	17.P	20%
VASQUEZ, MARIA C.	GENERAL COUNSELING / PHELAN	17.B	100%

000224 - G5

Academic

Employees

Temporary

Appointments

Tenure Review

RESOLVED: That the following academic employees by temporarily appointed to Tenure Review Assignments for the period January 18, 2000 through May 26, 2000, for the hours indicated. The activity is funded by the District General Fund, Appropriation #U-5120-1422-Program-C. Salary shall be in accordance with the appropriate salary schedule for instructors, non-instructional rate.

NAME	DEPT	PROGRAM	HOURS
Adams, Mary	SOSC	7342	9
Aguirre, Patricia	BUS	7421	9
Alioto, Darlene	SOSC	7342	27
Amsler, Mary	ENGL	7512	17
Armstrong, James	CHEM	7232	9
Augustine, Henry	COUN	6469	9
Ayala, Hilda	ESL	7612	18
Baird, Roger	ART	7504	17
Baptiste, William	CIS	7210	18
Bass, Dana	CIS	7210	9
Batchelor, Karen	ESL	7612	17
Beaver, William	CIS	7210	18
Bergman, Julia	LIB	9320	9
Bernard, Raymond	AUTO	7112	9
Bixler, Camilla	ESL	7612	17
Bixler, Ronald	ESL	7612	9
Borrazas, Jaime	ESL	7612	9
Brent, Elizabeth	COUN	6469	9
Brown, Brenda	COUN	6469	9
Brown, Harold	PE & D	7768	9

G1 to G6

02/24/00

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000224 - G5 (Cont.)

Academic Employees

Temporary

Appointments

Tenure Review

NAME	DEPT	PROGRAM	HOURS
Cabral, Barbara	ACCRED	0030	9
Caldwell, Mary	BUS	7421	9
Calvello, Michael	ENGL	7512	18
Cantrell, Mary Anne	ESL	76127612	9
Cassady, Lea	LVN	7728	9
Chan, Nora	HCT	7756	9
Chang, Cordelia	ESL	7612	9
Chen, Pearl	COUN	6469	9
Cheremeteff, Maria	ART	7504	9
Chin-Morales, Carole	ESL	7612	9
Clark, Ann	COUN	6469	43
Clark, Sunny	STU HLTH	6460	26
Conde, Marie	HTLH C.T.	7756	9
Conner, Constance	LIB	9320	35
Cornejo, Lynda	ESL	7612	9
Cortez, Doris	ESL	7612	9
Crosson, Gloria	LVN	7728	9
Cunningham, Tomi	ESL	7612	18
Curtis, Arthur	GRAPH	7528	9
Dang, Lorrain	CHEM	7232	18
DeGirolamo, Gerald	ADMJ	7161	17
Degroot, Peter	SOCSCI	7342	18

000224 - G5 (Cont.)

Academic Employees

Temporary

Appointments

Tenure Review

NAME	DEPT	PROGRAM	HOURS
Diaz, Jorge	AERO	7108	9
Doyle, Terrence	ESL	7612	26
Doyle, Thomas	ENGL	7512	18
Duckworth, Edwin	ASTRO	7216	17
Duggan, Bradley	PE & D	7768	9
Dyer, Fred	ENGL	7512	9
Endres, Rose	CIS	7210	27
Ergun, Marylou	ESL	7612	9
Estupinian, Joseph	AUTO	7112	9
Fa, Angie	ASAM	7308	17
Few, John	LIBR	9320	26
Fiore, Linda	HCT	7756	9
Fiorentini, Teresa	ESL	7612	9
Fisher, Paul	BUS	7421	9
Flagiello, Carolyn	LVN	7728	9
Fong, Lawrence	CHEM	7232	9
Fowler, Janet	ESL	7612	18
Gabler, Burton	ESL	7612	9
Gee, Coleen	COUN	6469	17
Gentile, Pamela	ENGL	7512	18
Gibson, Kirk	CIS	7210	9
Gibson, Nina	ESL	7612	17

G1 to G6

02/24/00

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0222400 - G5 (Cont.)

Academic Employees

Temporary

Appointments

Tenure Review

NAME	DEPT	PROGRAM	HOURS
Gillette, Linda	ESL	7612	27
Glanzer, Carole	ESL	7612	18
Gonzales, Juan	JOUR	7534	9
Gragg, Jerry	BUS	7421	9
Gragg, Maki Ohy	BUS	7421	9
Green Jacquelyn	FOURL	7520	9
Guichard, Margaret	HCT	7756	17
Guthrie, Michael	BIO	7224	9
Haas, Ursula	ESL	7612	9
Hale, Cecil	BROAD	7508	9
Hall, Terrence	HCT	7756	36
Hatcher, Henry	BUS	7421	27
Hayes, Daniel	PE & D	7768	17
Hayes, Donna	COUN	7768	18
Hayes, Earl	ESL	6469	9
Hector, Willie	PE&D	7612	9
Heredia, Maria	COUN	7768	9
Ho, Karen	COUN	6469	9
Hock, Margaret	BUS	6469	17
Hoenisch, Charles	ADM JUS	7421	9
Holbert, Raymond	ART	7162	9
Hom, Grace	COUN	7504	18
		6469	17

000224 - G5 (Cont.)

Academic Employees

Temporary

Appointments

Tenure Review

NAME	DEPT	PROGRAM	HOURS
Hsu, Hilary	BUS	7421	9
Hubert, Micahel	ENGL	7512	36
Huynh, Kim-Dung	COUN	6469	9
Irwin, Robert	ESL	7612	9
Jenkins, Alvin	EOPS	6440	17
Johnson, Dennis	ESL	7612	18
Johnson, Elaine	BIO	7224	26
Kelly, Michael	CIS	7210	17
Khan, Shela	ESL	7612	9
Kilgariff, Martin	ADM JUS	7162	9
Ko, Hoi Ming	AERO	7108	17
Kuhns, Craig	BUS	7421	17
Laddin, Larry	BEHAV	7318	17
Leber, Lorraine	GRAPH	7528	17
Lee, Alfred	CHEM	7232	9
Lee, Dack	PHYS	7260	35
Lee, Kim	ESL	7612	9
Legion, Vicki	HLTH SCI	7720	18
Levinson, Stephen	ENGL	7512	35
Liu, Chelcie	PHYS	7260	18
Lopez, Susan	ESL	7612	27
Mackey, Robin	AUTO	7112	9

G1 to G6

02/24/00

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000224 - G5 (Cont.)

Academic Employees

Temporary

Appointments

Tenure Review

NAME	DEPT	PROGRAM	HOURS
Macri, Ben	AUTO	7112	17
Marion, Al	ASTRO	7216	9
Mathes, Valerie	SOCSCI	7342	9
Mattea, Betty	DML	7742	9
Mauzey, Karl	CIS	7210	9
McAdam, Sherry	ESL	7612	18
McCarthy, Denise	ESL	7612	9
McCaughna, Jill	ENGL	7512	9
McCormack, Irene	LVN	7728	18
McGreedy, Abbie	LVN	7728	9
McKnight, Lindy	COUN	6469	26
Meehan, Joan	ENGL	7512	9
Metzler, Charles	CIS	7210	18
Mireles, Enrique	COUN	6469	27
Michell, Tanya	AERO	7108	27
Morales, Leslie	BUS	7421	17
Moreno, Edward	SOCSCI	7342	17
Moriwaki, Glenn	ART	7504	17
O'Hare, Melanie	ESL	7612	27
Obenchain, Cynthia	COUN	6469	45
Oldham, Mary	BUS	7421	26
Osborne, Marie	COUN	6469	18

000224 -G5 (Cont.)

Academic Employees

Temporary

Appointments

Tenure Review

NAME	DEPT	PROGRAM	HOURS
Oxsen, Richard	SOCSCI	7342	9
Padua, Joseph	COUN	6469	9
Palma, Freddy	AERO	7108	9
Pandolfi, Carol	LVN	7728	26
Pasquini, Phil	ART	7504	9
Paz, Leo	PHIL	7338	9
Perez, Linda	BUS	7421	26
Phillips, Catherine	ESL	7612	9
Podenski, Francine	BEMA	7508	17
Poley, James	BUS	7421	9
Price, Robert	CHEM	7232	17
Quadra, Indiana	CAREER	6420	9
Rapleyea, Annette	PHYS	7260	27
Rendon, Peggy	COUN	6469	9
Rivera, Eloise	ENGL	7512	9
Roberti, Ann	LIB	9320	9
Robinson, John	ESL	7612	17
Rodrigues, Richard	ART	7504	9
Roth, Robin	HLTH	7720	17
Rouder, Susan	SOCSCI	7342	26
Rubin, Robald	BUS	7421	27
Rule, Ann	CIS	7210	35

G1 to G6

02/24/00

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000224 -G5 (Cont.)

Academic Employees

Temporary

Appointments

Tenure Review

NAME	DEPT	PROGRAM	HOURS
Rustigan, James	ENGL	7512	9
Ryder, Margaret	ESL	7612	9
Satwat, Yvonne	ESL	7612	9
Saginer, Karen	LIBR	9320	27
Schlesinger, Sandra	ENGL	7512	17
Scott, Diana	ART	7504	9
Seymour, Sharon	ESL	7612	18
Shardlow, George	BEHAV	7318	9
Shaw, Barbara	ESL	7612	9
Shoaf, William	ESL	7612	34
Siegel, Robert	ESL	7612	9
Silva, Manuel	LVN	7728	27
Simon, Leslie	WOMEN	7350	18
Simpson, Glen	ESL	7612	9
Spingola-Connolly, Jeannie	COUN	6469	9
Ta, Mihn-Hoa	EOPS	6440	9
Thiry, Pierre	CIS	7210	27
Thomas, Julie	ESL	7612	26
Torres, Chita	LVN	7728	26
Tragardh, Thomas	ESL	7612	9
Tsao, Wing	CHEM	7232	9
Tse, Annie	HLTH SCI	7720	18
Ubungen, Dennis	COUN	6469	9
Valentine, Alexander	LIBR	9320	35
Villalta, Hugh	BEHAV	7318	9

G1 to G6

02/24/00

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000224 -G5 (Cont.)

Academic Employees

Temporary

Appointments

Tenure Review

NAME	DEPT	PROGRAM	HOURS
Vitorelo, Joan	COUN	6469	18
Wall, Ellen	ENGL	7512	17
Wall, Jessie	PHYS	7260	9
Wendel, Nicole	ESL	7612	17
White, Austin	SOCSCI	7342	17
Whitlatch, Norman	PHYS	7260	35
Willett, Janet	ESL	7612	18
Wolf, Kathleen	ESL	7612	18
Wong, Francisco	SOCSCI	7342	18
Wong, Paul	COUN	6469	9
Woodard, Patsy	LVN	7728	17
Yee, David	PHYS	7260	35
Yee, Frank	ESL	7612	9
Yee, Jill	BEHAV	7318	9
Yim, Leslie	RDLG TEC	7742	17
Zakus, Sharron	HLTH SCI	7720	17
Zanetto, Jana	ESL	7612	9

G1 to G6

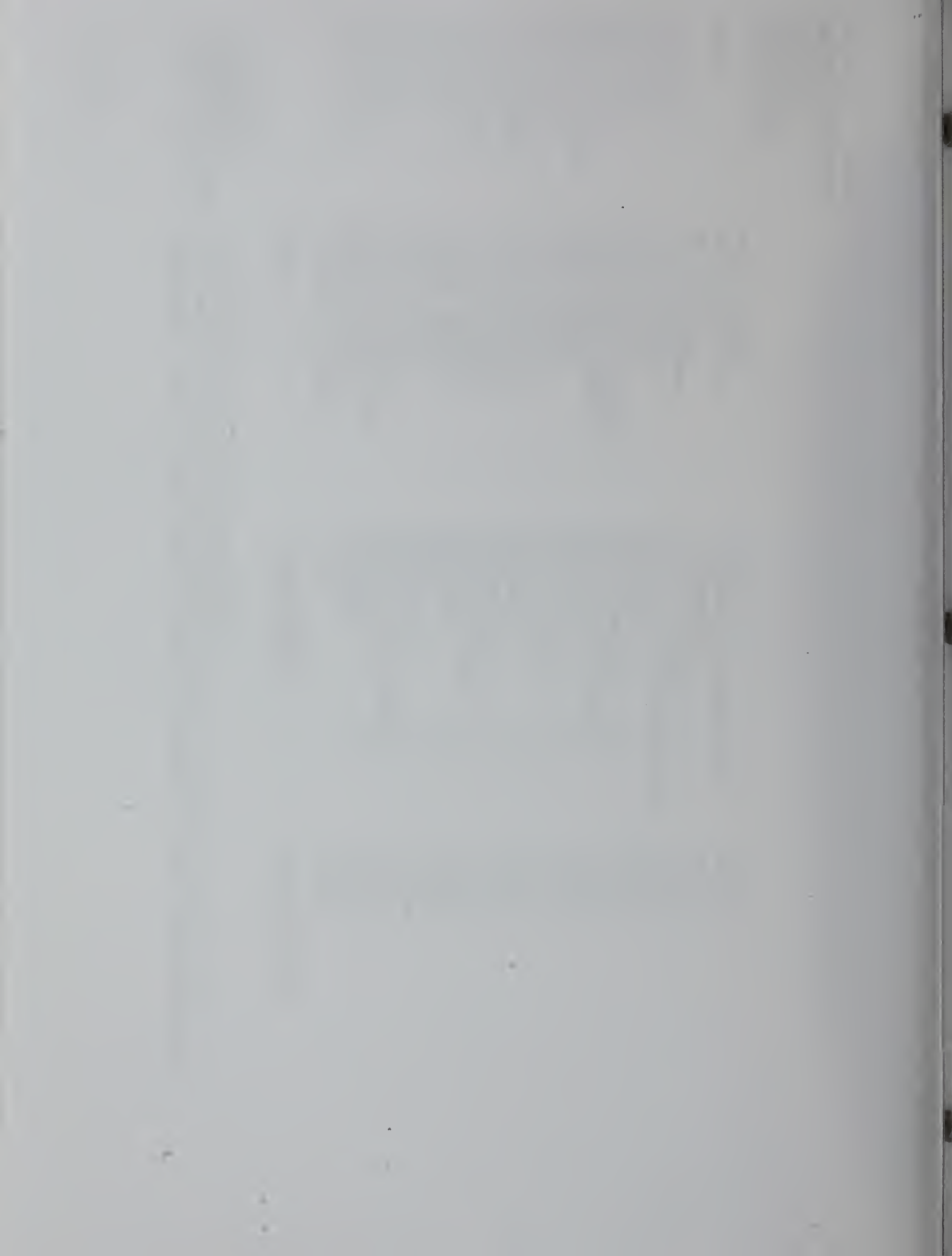
02/24/00

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Academic Employees
Appointments
Tenure Status

RESOLVED: That the following academic employees in their seventh semester of Tenure Review have been recommended for Tenure, effective Fall Semester 2000, by their peer committees, and the administration endorses those recommendations.

<u>NAME</u>	<u>DEPARTMENT</u>	<u>EFFECTIVE DATE</u>
ABENSOHN, STEVEN	CIS	08/16/00
BARRETTO, JOAO	LIBRARY	08/16/00
BRICKNER, MARGARET	LIBRARY	08/16/00
BUFORD, SYLVIA	CHILD DEVELOPMENT	08/16/00
DORE, DAVID	BUSINESS	08/16/00
ERICSON, BETH	ESL	08/16/00
GRATCH, BONNIE	LIBRARY	08/16/00
GRAVES, WILLIAM	SOCIAL SCIENCE	08/16/00
JOHNSON, DANIEL	BUSINESS	08/16/00
LIM, JAMES	LIBRARY	08/16/00
LUCARELLI, ADAM	PE & DANCE	08/16/00
MASSI, WOOD	OLDER ADULTS	08/16/00
NAYER, LOUISE	ENGLISH	08/16/00
SABOLBORO, JESSICA	BEHAVIORAL SCIENCE	08/16/00
SAUNDERS, KATHERINE	MATHEMATICS	08/16/00
SAUVE, JAMES	ENGLISH	08/16/00
SECKMAN, JOHN	GRAPHIC COMMUNICATIONS	08/16/00
SHIELDS, WILLIAM	LABOR STUDIES	08/16/00
SU, TIMOTHY	CHEMISTRY	08/16/00
WHITE, KATHLEEN	CHILD DEVELOPMENT	08/16/00
WOOD, PETER	CIS	08/16/00





CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

H1

DATE: February 24, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
Subject: Academic Employees
Credit Program/Non-Credit Program
Categorically Funded
City College of San Francisco
(Resolutions 000224-H1)

BACKGROUND INFORMATION:

Resolutions 000224-H1 cover categorically funded temporary academic employees appointments and/or other related personnel transactions pursuant to the provision of California Education Code #87470. All Appointments are classified as temporary, when services are required and funds are provided. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Clara Starr, Originator

BOARD OF TRUSTEES

DR. ANITA GRIER, PRESIDENT • ROBERT P. VARNI, VICE PRESIDENT • DR. NATALIE BERG
ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • LAWRENCE WONG

DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester, department and grant shown. Employment is pursuant to Education Code section 87470 and contingent upon funds available the applicable Grant/Contract. Employment is contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time faculty shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments shall be in accordance with the relevant provisions of the appropriate bargaining contract and the City College of San Francisco Faculty Handbook.

FALL 1999

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Grant</u>	<u>Division</u>
Taylor, Terri	Assessment	SFDHS/PIC/CAREER LINK 99-00	NonCredit
Trasvina, Nicky R	Assessment	SFDHS/PIC/CAREER LINK 99-00	NonCredit
Wells, Wallace E	Counseling	Performing Arts Music	Credit
+ Wilson, Joan	English	Eco Dev/FSS-Asian Infusion 99-00	Credit

H1 Fall 1999: 4

SPRING 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Grant</u>	<u>Division</u>
Attiogbe, Kwablah J	Biological Sciences	Eco Dev - Biotech Center 99-00	Credit
+ Beavers, Mary K	Mathematics	Vatea IIC - 1999-2000	Credit
Bell, Rosalyn	Child Dev. & Family Studies	State Preschool FullDay 99-00	NonCredit
Boegel, Thomas Paul	Information Technology Svcs	TTIP 98-99	NonCredit
Boone, Anthony G	Contract Education	ECO DEV/Workplace 1999-2000	NonCredit
+ Buford, Sylvia Y	Child Dev. & Family Studies	SFDHS-Foster Training #2	NonCredit
+ Caul, Lisa	Health Care Technology	Vatea IIC - 1999-2000	Credit
+ Chan, Nora L	Health Care Technology	Vatea IIC - 1999-2000	Credit
+ Chavaria, Frederick R	Administration of Justice	Vatea IIC - 1999-2000	Credit
+ Cheng, Eva Yuen	Counseling	Americorp 99-00	Credit
+ Cheremeteff, Maria	Art	Vatea IIC - 1999-2000	Credit
Chuck, Terence Albe	Disabled Stud Prog & Services	CALWORKS - 99-00	Credit
+ Curtis, Arthur B	Graphic Communication	Vatea IIC - 1999-2000	Credit
Delgado, John F	English	Vatea IIC - 1999-2000	Credit
+ Devine, Joanne D	Child Dev. & Family Studies	Independent Living Prog-San Francis	NonCredit
+ Devine, Joanne D	Child Dev. & Family Studies	Vatea IIC - 1999-2000	Credit
+ Devine, Joanne D	Child Dev. & Family Studies	Independent Living 99-00	Credit
+ Devine, Joanne D	Child Dev. & Family Studies	Independent Living 99-00	NonCredit
+ Drucker, Ronald	Chemistry	Vatea IIC - 1999-2000	Credit
Endres, Rose M	Information Technology Svcs	TTIP 98-99	NonCredit
Gerard, David Anth	Contract Education	SF Airport Comm-35	NonCredit
Glines, Emily C	Counseling	Americorp 99-00	Credit
+ Hammerich, Keith C	Hotel & Restaurant Operation	Vatea IIC - 1999-2000	Credit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: Categorically Funded.

Harrison, Lisa M.	Behavioral Sciences	Vatea IIC - 1999-2000	Credit
Hillan, John M	Environmental Hort & Floristry	Vatea IIC - 1999-2000	Credit
Johnson, Dennis	Social Science	Vatea IIC - 1999-2000	Credit
Johnson-Zehaye, Sandra	Child Dev. & Family Studies	Children Council-Mayor's Office	Credit
Kleinman, Craig Ira	English	Vatea IIC - 1999-2000	Credit
Legaspi, Erlinda Espi	English	Vatea IIC - 1999-2000	Credit
Leong, Winnie W	Foreign Languages	Vatea IIC - 1999-2000	Credit
Lewis, Christa M	Contract Education	Contract Ed Expenses	NonCredit
Lodico, Linda M.	Contract Education	Ct.Ed. S.F. Juvenile Probation Dept	NonCredit
Martini, Diane Chri	Child Dev. & Family Studies	State Preschool FullDay 99-00	NonCredit
McAteer, Robert Anth	Photography	Vatea IIC - 1999-2000	Credit
Meyer, Susan D	Bus/Office Tech/Small Bus	Vatea IIC - 1999-2000	Credit
Mickelson, Linda Ann	Child Dev. & Family Studies	State Preschool FullDay 99-00	NonCredit
Moon, Spencer	Work Force Education	CALWORKS - 99-00	Credit
Morales, Leslie	Contract Education	SF Works-5	NonCredit
Nakahata, Alice	Child Dev. & Family Studies	Foster Parenting 99-00	Credit
Nakahata, Alice	Child Dev. & Family Studies	Independent Living Prog-San Francis	Credit
Ohalloran, Patrick	Transitional Studies	Vatea IIC - 1999-2000	Credit
Perry, John Hamp	English	Vatea IIC - 1999-2000	Credit
Quadra, Indiana G	Learning Assistance	TANF - 99-00	Credit
Reinhertz, Tannis C	Hotel & Restaurant Operation	Vatea IIC - 1999-2000	Credit
Rendon, Peggy T	Counseling	CALWORKS - 99-00	Credit
Reynolds, Stanislaus G	Contract Education	Ct.Ed. Santa Rosa - 2	NonCredit
Ruiz, Joseph M	Contract Education	Ct.Ed. Santa Rosa - 2	NonCredit
Scott, Diana G	Art	Vatea IIC - 1999-2000	Credit
Sherr, Jean A.	Contract Education	SF Airport Comm-35	NonCredit
Solow, Michael Alan	Chemistry	Vatea IIC - 1999-2000	Credit
Stanfield, Paula Kath	Counseling	TANF - 99-00	Credit
Stewart, Barbara	Information Technology Svcs	TTIP 98-99	NonCredit
Thiry, Pierre S	Information Technology Svcs	TTIP 98-99	NonCredit
Villazana-Price, Norma A	Child Dev. & Family Studies	State Preschool FullDay 99-00	NonCredit
Villazana-Ruiz, Maria del	Child Dev. & Family Studies	State Preschool 99-00	NonCredit
White, Eva G	Child Dev. & Family Studies	State Preschool FullDay 99-00	NonCredit
Wolf, Kathleen G	English As a Second Language	Vatea IIC - 1999-2000	Credit
Wong, Manuel K	Child Dev. & Family Studies	Low Income Housing Fund	Credit
Yagle-Snead, Lynn	Child Dev. & Family Studies	State Preschool 99-00	NonCredit
Young, Alfred R	Vocational Education	CDBG/MOCD GARMENT 2000 #3	NonCredit
Zanetto, Janet S	English As a Second Language	Vatea IIC - 1999-2000	Credit

H1 Spring 2000: 61

Total for H1: 65

Total Records: 65





CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000 **L1**
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
Subject: Human Resources
Authorization to amend employment Contract (s)
(Resolution No. 000224 - L1)

BACKGROUND INFORMATION:

The Board of Trustees by Resolution No. 791120-B1 has made available to its employees the provisions of Section 403 (b) of the United States Internal Revenue Code and Section 17501 of the California Revenue and Taxation Code.

Employees of the San Francisco Community College District may enter into an amendment of their employment contracts for the purpose of effecting a reduction in the salaries paid to such employees, and that for each employee who voluntarily elects to accept such reduction in his or her salary, the San Francisco Community College District shall, as directed by such employee, a) purchase, with an amount equal to the reduction in salary, a nontransferable annuity contract issued by an insurance company selected by the employee concerned, or b) contribute an amount equal to such reduction in salary to a custodial account of a custodian selected by the employee, in which all rights under said custodial account shall be exercisable by the employee concerned.

RECOMMENDATION:

RESOLVED: That the Board of Trustee of the San Francisco Community College amend employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract, complying with the provisions of Section 403 (b) of the United States Internal Revenue Code, and Section 17501 of the California Revenue and Taxation Code.

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

a) <u>INSURANCE COMPANIES</u>	<u>I. D. NO.</u>	<u>BI-WEEKLY AMOUNT</u>
GALIC	32436	300.00
GALIC	47664	50.00
IDS	13438	435.00
Met Life	46848	100.00
Met Life	52608	100.00
Security First	56029	50.00
Security First	55976	343.75
State Street Bank STRS	56760	263.00
TIAA-CREF	39658	400.00
TIAA-CREF	20326	100.00
TIAA-CREF	05366	200.00
TIAA-CREF	56564	103.85
TIAA-CREF	30848	407.08
TIAA-CREF	56758	330.00
VALIC	56564	300.00
VALIC	55976	421.00
VALIC	56846	403.84
VALIC	60910	403.84
VALIC	54786	519.23
VALIC	21248	500.00
VALIC	22038	203.00
VALIC	27048	418.48
VALIC	56295	100.00
VALIC	55843	100.00
VALIC	45151	403.84
VALIC	56140	200.00

b) <u>CUSTODIAL ACCOUNTS</u>	<u>I. D. NO.</u>	<u>BI-WEEKLY AMOUNT</u>
Capital Guardian	55790	100.00
Capital Guardian	56274	100.00
Fidelity	00860	72.00
Fidelity	05942	750.00
Fidelity	36646	260.00
Janus	13344	202.00
Janus	36456	100.00
Janus	46121	100.00
Janus	56187	50.00
Janus	56871	150.00

Janus	20058	437.50
Janus	56249	75.00
Janus	10244	300.00
Janus	54565	125.00
Janus	56448	25.00
Janus	57059	300.00
Janus	56892	75.00
Janus	54565	350.00
Janus	55666	403.84
Janus	61752	100.00
Janus	57546	330.00
Janus	54598	100.00
Janus	08738	407.08
T. Row Price	55555	414.00
T. Row Price	54794	304.00
Vanguard	15456	185.00
Vanguard	13344	201.00
Vanguard	51856	300.00
Vanguard	61846	300.00
Vanguard	56086	437.50
Vanguard	56790	50.00
Vanguard	10244	103.84

c) <u>TERMINATION/CANCELLATIONS</u>	<u>I.D. NO.</u>	<u>BI-WEEKLY AMOUNT</u>
Capital Guardian	55666	403.84
Nationwide	32436	200.00
Security First	55483	100.00
Secyrity First	52608	100.00
VALIC	55441	150.00
VALIC	13344	225.00
VALIC	10244	403.84

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

James Kendrix, Originator

Board Date - 000224L1 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
Subject: Academic Employees
Community Services Classes
City College of San Francisco
(Resolutions 000224-N1)

N1

BACKGROUND INFORMATION:

Resolutions 000224-N1 covers appointments of academic employees to Community Service Classes and/or other related transactions pursuant to the provisions of California Education Code #78300. All appointments are classified as temporary, hourly unless otherwise stated in the resolution. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Clara Starr, Originator

BOARD OF TRUSTEES

DR. ANITA GRIER, PRESIDENT • ROBERT P. VARNI, VICE PRESIDENT • DR. NATALIE BERG
ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • LAWRENCE WONG

DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments in Community Services and related Programs pursuant to Education Code Section 78300. Employment is contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time faculty shall not exceed 60% of the hours per week considered as full-time assignments for regular employees having comparable duties. Total overload/extra pay assignments for full-time faculty shall be in accordance with the relevant provisions of the appropriate bargaining contract and the City College of San Francisco Faculty Handbook.

SPRING 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Division</u>
Clark, Dani L	Contract Education	NonCredit
Crane, Lynette M	Contract Education	NonCredit
Gray, Marion R.	Community Services	NonCredit
Hildebrand, Cathy	Community Services	NonCredit
Hohenstein, Charles Lo	Community Services	NonCredit
Hope, Linda M.	Community Services	NonCredit
Hovanesian, Suzanne A.	Institute for Int'l Students	NonCredit
Hsieh, Francisco H.	Community Services	NonCredit
Huddleston, Judy	Community Services	NonCredit
Jacobsen, Leah	Community Services	NonCredit
Korody, Marc E.	Community Services	NonCredit
O'Connor, Larry	Community Services	NonCredit
Oxendale, Julie A.	Community Services	NonCredit
Pasos, Stephen Merrick	Community Services	NonCredit
Pastine, Francesca	Community Services	NonCredit

N1 Spring 2000: 15

Total for N1: 15**Total Records: 15**



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

S1

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr.
Chancellor

Subject: **SPECIAL**

Presenting the Initial Proposals of the Service Employees International Union, Local 790, and of the San Francisco Community College District for a Successor Collective Bargaining Agreement, and Placing a Special Order of Business on the Agenda for a Public Board of Trustees Meeting in March 2000 for Public Response to the Initial Proposals
(Resolution No: 000224-S1)

BACKGROUND INFORMATION:

The present Collective Bargaining Agreement between the San Francisco Community College District (District) and the Service Employees International Union, Local 790 (SEIU) will expire under its own terms on June 30, 2000. On February 3, 2000, representatives of SEIU submitted to the Board of Trustees, through the Administration, SEIU's Initial Proposals for a Successor Collective Bargaining Agreement (Attachment A). The Administration, on behalf of the Board of Trustees, has prepared the District's Initial Proposals for a Successor Collective Bargaining Agreement (Attachment B). Government Code Section 3547 reads in relevant part that (a) all initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and thereafter shall be public records, and (b) meeting and negotiating shall not take place on any proposal until a reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer.

RECOMMENDATION:

RESOLVED: That the Board of Trustees hereby publicly presents the Initial Proposals of the SEIU (ATTACHMENT A) and of the District (ATTACHMENT B) for a Successor Collective Bargaining Agreement;

02/24/00 – S1 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

FURTHER BE IT RESOLVED: That a Special Order of Business be placed on the Agenda for a public Board of Trustees meeting in March 2000 to enable members of the public to express themselves regarding the Initial Proposals.

Peter Goldstein, Originator
with Steve Hale

02/24/00 – S1 page 2

SEIU Local 790 Initial Proposal to SFCCD

Aside from the necessary adjustments of dates, possible renumbering of articles, sections and similar non-substantive changes, SEIU proposes that all portions of the 1998-2000 Collective Bargaining Agreement between the parties remain in full force and effect, except as modified below:

ARTICLE 2 GENERAL PROVISIONS

B. Changes in Working Conditions

2. Unwritten Practices

The District agrees to meet and negotiate, on a case-by-case basis, over alleged changes in unwritten practices, which (a) affect ten or more unit members, and (b) are within the scope of representation.

ARTICLE 5 UNION RIGHTS

The Union shall have reasonable access to all work locations to verify that the terms and conditions of this Agreement are being carried out and for the purpose of conferring with employees provided that access shall be subject to such rules and regulations as may be agreed to by the District and the Union.

A. Access, Bulletin Boards, Use of Facilities, Mail System

3. Use of Facilities

The Union may make reasonable use of the District E-Mail network, specifically an "E-mail mailing list."

ARTICLE 7 UNION REPRESENTATIVES

B. Release Time for Officers, Stewards and/or Representatives

1. District Negotiations

~~Five (5)~~ Authorized unit members shall be released from their regular duties without loss of pay or benefits when attending scheduled negotiation meetings with the District. ~~during the regular work hours of the members involved.~~ The number of unit members will be determined as follows:

1-99	Bargaining Unit Members	1 person released
100-199	"	2 persons released

1	200-299	"	3 persons released
2	300-399	"	4 persons released
3	400-499	"	5 persons released
4	500-599	"	6 persons released
5	600-699	"	7 persons released
6	700-799	"	8 persons released
7	800-899	"	9 persons released
8	900-999	"	10 persons released

Citywide Negotiations

Two (2) authorized unit members shall be released from their regular duties without loss of pay or benefits when attending San Francisco City-wide scheduled negotiation meetings, as observers.

2. Chapter Officer Release Time

The Chapter President, shall be granted paid release time of sixteen (16) hours per week which shall be devoted to contract administration.

The Chapter Vice President and ~~two~~ Chief Stewards shall each be granted paid release time of **eight (8) hours** per week which shall be devoted to contract administration.

4. Grievance Meetings

~~One (1)~~ Authorized Union representatives and the grievant shall be released from their regular work duties without loss of pay or benefits when resolution meetings are scheduled with management **and/or members** during their regular work hours.

5. Disciplinary Meetings

~~One (1)~~ Authorized Union representatives shall be released without loss of pay or benefits when another unit member requests Union representation at a meeting scheduled with Management where the employee has a belief the meeting may affect job status as a result of disciplinary action being taken by Management.

C. Union Leave - Paid

1. Elected Officers

1.1 Pursuant to Education Code Section 88210, the Board shall, upon written request from the Union at least ~~sixty (60)~~ **thirty (30)** days

in advance, **or as soon as practicable**, grant a leave of absence to any unit member to enable such member to serve as an elected officer of Local 790 or as the President of the SFCCD Chapter of Local 790 or a statewide or national organization with which Local 790 is affiliated. The leave shall include absences by the employee at periodic, ~~stated~~, special or regular meetings of the body or organization on which the employee serves as an officer.

2. Requests for Leave

2.1 Except for emergency situations or when waived in writing by the Director of Employee Relations, or Designee, requests shall be filed a minimum of ~~ninety (90)~~ **thirty (30)** calendar days prior to the beginning of the requested leave.

D. Union Leaves - Unpaid Short-Term

1. Unit members may be granted unpaid Union leave where officially requested by the Union. **Union leaves will not be unreasonably denied.** Such leave shall be without pay or benefits or other costs to the District and subject to the following:

1.1 Union shall request any such leave a minimum of **five (5)** days in advance;

1.3 No more than one (1) unit member from the same department shall be granted Union leave at the same time period, **unless the Department has more than five (5) members;**

ARTICLE 8 PERSONNEL FILES

F. Sealing of Material

The employee may request that information pertaining to a disciplinary action be sealed after twelve (12) months from imposition, provided there has been no reoccurrence of the conduct on which the discipline was based. Such sealed material may be reopened and used in a termination action which involves like conduct for an additional period of twenty-four (24) months after any sealing.

Thirty-six (36) months following the disciplinary action, the sealed material shall be returned to the employee and removed from the file.

ARTICLE 9 DISCIPLINE

E. Oral Warnings/Reprimands

An oral warning/reprimand is an oral notification that an employee's performance and/or behavior must be improved. An employee who disagrees with the oral warning/reprimand may request a conference with his/her supervisor to discuss the performance and/or behavior issues, which are the subject of the oral warning/reprimand. The conference shall be held at a mutually agreeable time. ~~The supervisor's decision to issue an oral warning/reprimand shall not be appeal able.~~

F. Written Warnings/Reprimands

A supervisor may for cause issue and deliver a written warning/reprimand for employee acts or omissions. ~~at any time.~~ The placement of a written warning/reprimand in an employee's personnel file shall be in accordance with Article 8 of this Agreement.

G. Suspension/Dismissal for Cause/Skelly Rights/Advisory Arbitration

1. The **Chancellor/Appointing Officer Designee**/Director of Human Resources, or designee, may for just cause ~~suspend~~ discipline an employee ~~for a period not to exceed thirty (30) days~~ upon notification to the employee in writing of the reasons for such ~~suspension~~**action**. Written notice shall be served in person or by registered or certified mail to the employee at his/her last known address. A copy of this notification shall be mailed to the Union at the same time, unless the employee has previously requested otherwise.

2. Such ~~suspension~~**disciplinary action** shall be based upon specific charge(s), shall be in writing and include the reasons for ~~suspension~~**discipline**, the right to an appeal hearing on written request as set forth below, the right to be represented by a person of his/her choice, and shall have attached supporting documentation and pertinent rules or regulations cited that supervision relies upon in the imposition of such discipline.

4. The Chancellor/Appointing Officer or designee shall set a hearing on the appeal for no less than ten (10) work days and no more than fifteen (15) work days of receipt of the appeal unless mutually agreed otherwise. The Chancellor/Appointing Officer or designee conducting the hearing shall not be the same individual who issued the determination to ~~suspend~~**discipline**.

5. ~~Suspensions~~**Disciplinary actions** will normally be held in abeyance pending hearing; however, for any cause where acts or omissions involve misappropriation of public funds or property, misuse or

destruction of public property, drug addiction or habitual intemperance, mistreatment of persons, immorality, acts which would constitute a felony or misdemeanor, or acts which present **immediate** danger to public health or safety, or health or safety of students, or employees, the District may suspend the unit member without pay pending a hearing.

6. The decision of the Chancellor/Appointing Officer or designee shall be issued, in writing, within seven (7) work days after the hearing. ~~Such decision shall be final as to both District and employee and shall not be appealable.~~

~~H. Dismissal for Cause/Skelly Rights/Advisory Arbitration~~

- ~~1. Dismissal shall be exclusively processed and determined in accordance with the following procedure.~~

~~1.1 An employee may be dismissed for cause at any time by the Chancellor/Appointing Officer Designee, Director of Human Resources.~~

~~1.2 Such dismissal shall be based upon specific charge(s), shall be in writing and include the reasons for dismissal, the right to an appeal hearing on written request as set forth below, the right to be~~

~~represented by a person of his/her choice, and shall have attached supporting documentation and pertinent rules or regulations cited that supervision relies upon in the imposition of such discipline. Written notice shall be served in person or by registered or certified mail to the employee at his/her last known address. A copy of this notification shall be mailed to the Union at the same time, unless the employee requests otherwise.~~

~~1.3 The employee shall have seven (7) work days, from service or receipt by the employee of the decision to dismiss, to appeal the matter to the Chancellor/Appointing Officer or designee.~~

~~1.4 The Chancellor/Appointing Officer or designee shall set a hearing on the appeal no less than ten (10) work days and no more than fifteen (15) work days from receipt of the appeal unless mutually agreed otherwise.~~

~~1.5 The decision by the Chancellor/Appointing Officer or designee shall be issued within seven (7) work days after the hearing. Such decision shall be in writing and shall be final as to both District and employee and shall not be appealable except for permanent employees (Civil Service and Civil Service Exempt) as provided below.~~

1.67. Within fifteen (15) days after receipt of the decision of the Chancellor/Appointing Officer or designee, the Union may, by written notice to the Director, Human Resources, submit an appeal on behalf of the ~~dismissed-permanent~~ employee challenging the disciplinary action to advisory arbitration. Within ten (10) days of the filing of said request, or such other time as the parties may mutually agree, the Director, Human Resources, or his/her designee, and a representative of the Union shall endeavor to reach agreement upon the Arbitrator. If agreement is not reached within this time period, plus any mutually-agreed upon extensions, the parties shall jointly submit to the American Arbitration Association a request for the submission to representatives of the parties of a list containing the names of seven (7) Arbitrators. Upon receipt of the list, the parties shall alternately strike names from the list, and the name which remains shall be the designated Arbitrator. By mutual agreement, the AAA rules governing expedited arbitration may be utilized.

1.78. Arbitrator shall conduct a hearing at which both parties may present evidence, both documentary and testimonial. After concluding the hearing, including the receipt of any post-hearing briefs, which the Arbitrator shall permit, the Arbitrator shall prepare a written report listing the issue(s) to be decided, as presented by the parties, the pertinent facts as found by the Arbitrator, and an advisory recommendation for resolution of the issue(s). This report shall be transmitted to the Union and the Director, Human Resources.

~~1.8~~ 9. The Arbitrator shall have no power to add to, subtract from, alter or modify any of the terms of this Agreement, rule on any matter involving a performance evaluation or rule on the failure of the District to re-employ any exempt Civil Service employee or a District determination to release a probationary employee.

~~1.9~~ 10. All expenses of the Arbitrator, a certified reporter, and hearing room costs, if any, shall be borne equally by the parties.

Each party shall bear the full costs for its representation; all other costs or expenses shall be borne by the incurring party; neither party shall be responsible for the expense of any witness called by the other party except that, in the case of employees of the District, they shall be compensated by the District for testimony during what would otherwise be working time, subject to the arbitrator's ability to regulate the order, number and presentation of witnesses.

~~1.10~~ 11. The advisory recommendation of the Arbitrator shall become final, and shall be implemented by the parties unless, within fifteen (15) days of receipt of the Arbitrator's report and advisory recommendation either the Director, Human Resources, or the Union shall have appealed in writing the Arbitrator's report and advisory recommendation to the Board. Any appeal submitted to the Board pursuant to this section shall be in writing, and shall state with particularity the issue(s) which the appealing party wishes the Board to consider.

~~1.11~~ 12. The Board of Trustees may sustain, modify, or reject the advisory recommendation of the Arbitrator.

~~1.12~~ 13. The decision of the Board of Trustees is final.

~~2. Where such charge of dismissal involves the misappropriation of public funds or property, misuse or destruction of public property, drug addiction or habitual intemperance, mistreatment of persons, immorality, acts which would constitute a felony or misdemeanor, or acts which present an immediate danger to public health or safety, or health or safety of students or employees, the individual may be suspended without pay pending a hearing.~~

ARTICLE 11 LEAVES

B. Civil Service Exempt Employees

2. Eligibility for sick leave use begins after six (6) months continuous service for sick leave earned credit. **Christmas, Spring vacation, semester breaks, and the period between the end of the Spring semester and the start of the Fall semester are not considered breaks in continuous service.**

4. Sabbatical Leave

Employees shall be eligible for a paid sabbatical leave of one (1) semester after seven (7) years of service.

ARTICLE 12 TEMPORARY EMPLOYEES

A. ~~Classification Study~~

~~The District and the Union acknowledge the completion of the Classification Study for all temporary classifications in the Cafeteria and Admissions and Records Office conducted by Personnel Concepts, Inc. The District and the Union will meet to review and~~

1 ~~evaluate the findings and recommendations of the Personnel~~
 2 ~~Concepts Study. After such review and evaluation, the District and~~
 3 ~~the Union shall cooperate in bringing to the Civil Service Commission~~
 4 ~~possible implementation of the recommendations of the Personnel~~
 5 ~~Concepts Classification Study and the possible implementation of an~~
 6 ~~accelerated testing program for District specific classes of temporary~~
 7 ~~employees represented by the Union.~~

8
 9 ~~Disputes regarding the outcome of the Study and the District's~~
 10 ~~implementation of the Study results shall not be subject to the~~
 11 ~~grievance procedure.~~

12
 13 **A. All temporary employees including temporary exempt**
 14 **employees shall have the opportunity to become eligible for**
 15 **permanent positions within one year from the date of ratification**
 16 **of this agreement.**

17
 18 **B. Temporary Employee Step Increments**

- 19
 20 1. ~~Effective May 1, 1995, and continuing thereafter, full-time temporary~~
 21 ~~employees and effective date of ratification, and continuing thereafter.~~
 22 **Temporary employees working thirty-five (35) twenty (20) hours per**
 23 **week or more who have accumulated the required type and amount**
 24 **of service, as set forth below, and who have not been appointed as a**
 25 **permanent employee, shall be advanced on the District salary**
 26 **schedule for the classification, not to exceed Step 5 Step 10 of the**
 27 **current District salary schedule. The current District salary schedule**
 28 **shall be the salary schedule in effect on the date the salary step**
 29 **increment adjustment is granted.**

30
 31 1.1 **Temporary employees currently on Step 1:**

32
 33 1.1.1 **Advancement from Step 1 to Step 2 for full-time**
 34 **temporary employees who have not been made**
 35 **permanent shall require accumulation of at least six (6)**
 36 **months of continuous full-time service. Christmas,**
 37 **Spring vacation, semester breaks, and the period**
 38 **between the end of the Spring semester and the**
 39 **start of the Fall semester are not considered breaks**
 40 **in continuous service.**

41
 42 1.1.2 ~~Advancement from Step 1 to Step 2 for temporary~~
 43 ~~employees working thirty-five (35) hours per week or more~~
 44 ~~who have not been made permanent shall require~~
 45 ~~accumulation of at least six (6) months of continuous service~~

as a temporary employee working thirty five (35) hours per week or more.

1.2 Temporary employees currently on a Step other than Step 1 or advancement beyond Step 2 shall advance to the next step at annual intervals, effective on their anniversary date of the last adjustment.

1.2.1 Advancement from Step 2 to 3 or Step 3 to 4, or Step 4 to 5 for full time temporary employees who have not been made permanent, shall require accumulation of one or more years of continuous full time service and shall be effective on the anniversary date of the last increment adjustment, provided the anniversary date is not prior to May 1, 1995.

1.2.2 Advancement from Step 2 to 3 or Step 3 to 4 or Step 4 to 5 for temporary employees working thirty five (35) hours per week or more who have not been made permanent, shall require accumulation of one or more years of continuous service working thirty five (35) hours per week or more and shall be effective on the anniversary date of the last increment adjustment, provided the anniversary date is not prior to the date of the ratification of this Agreement.

1 A full time temporary employee or a temporary employee who is working thirty five (35) hours per week or more who is appointed permanent after having received one or more step increment adjustments pursuant to the provisions of this Article, shall receive the subsequent salary step increment adjustment one year after the last increment adjustment was received, rather than one year after the employee's appointment as permanent. At no time shall the salary step increment exceed Step 5 of the current District salary schedules.

ARTICLE 13 STAFF DEVELOPMENT

B. The District, consistent with its operational needs, shall continue to provide release time for training for classified employees to **participate** during Flex Days and/or staff development activities. Release time for training for classified employees during Flex Days and/or staff development activities shall not be arbitrarily denied.

ARTICLE 14 SCHOOL AIDES

~~A. The District and the Union acknowledge the completion of the Classification Study for the classifications of School Aide II (3597), School Aide III (3598), and TIA, Guidance Aide (3599), conducted by Personnel Concepts, Inc. The District and the Union will meet to review and evaluate the findings and recommendations of the Personnel Concepts Study. After such review and evaluation, the District and the Union shall cooperate in bringing to the Civil Service Commission possible implementation of the recommendations of the Personnel Concepts Classification Study for the classes of School Aide II (3597), School Aide III (3598) and TIA, Guidance Aide (3599).~~

~~B. Disputes regarding the outcome of the study and the District's implementation of study results shall not be subject to the grievance procedure.~~

ARTICLE 15 PUBLIC SAFETY

~~B. Uniforms~~

~~District shall provide, in accordance with present practice, uniforms and replacement parts to all Public Safety Officers.~~

C. General Bid

The District shall conduct an annual general bid for all public safety assignments.

1. The first general bid shall be effective in January 2001
2. The general bid will occur at least 45 days and no more than 90 days prior to the effective date.
3. Assignments shall be afforded in accord with below. Inverse seniority in conjunction with the non-seniority factors below will be used to fill assignments for which no bids are submitted.
4. Failure to submit a bid shall be interpreted as a preference to continue in the current assignment, but continuation in one's current assignment is not guaranteed.

Job Openings

As each new or vacant job opening (also known as shift) becomes available, a notice, including hours, location, work days, days off, the effective date of the opening and the deadline for submitting bids, as specified below, shall be sent to each Public Safety Officer ten (10)

working days prior to being filled on a permanent basis. Public Safety Officers shall have ten (10) working days prior to the bid deadline to submit bids and the right to withdraw a bid prior to the bid deadline. Once the deadline has occurred, a bid may not be withdrawn. The most senior employee will normally be selected, subject to District operating needs and Civil Service classification.

Temporary assignment in the case of urgent need shall continue until the permanent assignment is completed through this posting process. This temporary assignment provision shall not be used to transfer officers between campuses or between shifts in an arbitrary and capricious manner.

Safety Retirement

8204, Institutional Police Officers shall be eligible for Safety Retirement and Hazard Pay/4850 pay per CA Labor Code.

ARTICLE 17 CUSTODIANS

A. General Bid - ~~During the term of this Agreement only, The District shall conduct two an annual~~ general bids for all custodial assignments.

~~1. The first general bid shall be effective in January 1999. The second general bid shall be effective in January 2000.~~

2.1 The general bid will occur at least 45 days and no more than 90 days prior to the effective date.

~~3.2~~ Assignments shall be afforded in accord with Section B.2 below. Inverse seniority in conjunction with the non-seniority factors in Section B.2 below will be used to fill assignments for which no bids are submitted.

4.3 Failure to submit a bid shall be interpreted as a preference to continue in the current assignment, but continuation in one's current assignment is not guaranteed.

B. Job Openings

1. All job openings (also known as shifts) shall be posted in the custodial office and at outside sites where custodians are assigned, at least ten (10) calendar days prior to being permanently assigned. The notice of job openings shall identify the hours, location (campus and buildings), work days, days off and any special expectations of the assignment.

2. Job openings (also known as shifts) for custodians shall be afforded on the basis of seniority, provided that the District reserves the prerogative to decline to allow changes in shift assignment of employees with documented disciplinary problems **which have been documented within the previous year**, when, in the District's judgment, which shall not be arbitrary or capricious, allowing a shift change would impede effective supervision.
3. Temporary assignment in the case of urgent need shall continue until the permanent assignment is completed through this posting process. This temporary assignment provision shall not be used to transfer custodians between campuses or between shifts in an arbitrary and capricious manner.
4. As needed, shift assignments may be modified temporarily to permit periodic team cleaning of campuses. **Team cleaning assignments will be rotated on the basis of seniority.**

D. Absences

- ~~1. The employee is responsible for calling the City College custodial office and talking directly to the supervisor or designee until the department is notified prior to the start of his/her shift, when the employee knows or reasonably believes he/she will be late or will be absent for the shift. Where there is no answer at the Custodial Office, the employee shall leave a message on the answering machine and/or with the City College operator, along with a telephone number where the supervisor or designee may reach the employee upon receipt of the message.~~
- ~~2. A day custodian must notify the custodial office that he/she is going to return to work no later than the end of the day shift prior to the day of his/her return. A night custodian must notify the custodial office that he/she is going to return to work no later than 10:00 a.m. the day of his/her return.~~
- ~~3. A night custodian must call the custodial office before 12:00 noon prior to the start of his/her shift when the employee knows or reasonably believes he/she will be late or will be absent for the shift.~~
- ~~4. Failure to give such notice to the supervisor of tardiness or absence may subject the employee to disciplinary action.~~

ARTICLE 18 SCHOOL LUNCHROOM HELPERS

B. Summer Work

Management shall post a notice by ~~May 1st~~ **April 1st** of each year listing the number of positions needed for summer work, the hours of each assignment, and the days needed. Employees may bid on positions in order of (1) Civil Service seniority; and (2) Civil Service exempt based on original date of hire with the District, provided that there has been no break in service for more than six months. **Christmas, Spring vacation, semester breaks, and the period between the end of the Spring Semester and the start of the Fall Semester are not considered breaks in continuous service.**

ARTICLE 20 TIME-OFF FOR PARENT TEACHER CONFERENCES

Represented employees shall be granted paid time off to attend parent-teacher conferences. Documentation of the parent-teacher conference must be submitted to the appropriate Administrator or his/her designee prior to the granting of the paid time off. Such paid time off shall be no more than two (2) hours per semester **per child**, including travel time.

ARTICLE 21 LAYOFFS

No Bargaining Unit members shall be laid off during the term of the contract.

A. Notice of Layoff

~~Any eligible employee covered by Section C or D below whose position is to be eliminated due to lack of funds or lack of work shall be notified, in writing, with as much advance notice as possible, normally not less than thirty (30) calendar days, but in no case less than two weeks, prior to the effective date of the layoff. The Union shall receive copies of any layoff notices issued.~~

B. Meetings with Union

~~Prior to any layoff of eligible employees covered by Section C or D below, the District, upon written request of the Union after receipt of the copy of the notice in Section A above, shall meet and negotiate on any proposal(s) advanced as an alternative to layoff and/or the impact of such layoff.~~

C. Civil Service Employees

~~The layoff and recall of District Civil Service employees shall be in accordance with Civil Service rules and regulations in effect as of January 20, 1998. The five (5) year rule for City wide layoff bumping rights shall no longer apply to District employees. Civil Service Rule 21, as it read January 20, 1998, is attached for information only as Exhibit D and is not to be included as part of this Agreement for any other purpose.~~

~~D. Civil Service Exempt Employees~~

~~1. Eligibility~~

~~This Section D applies only to Civil Service exempt employees. It is not applicable to employees covered under Article 21.C nor to any unit member:~~

~~1.1 Employed on an as needed basis;~~

~~1.2 Employed for a specific time limit or period (not to exceed one year);~~

~~1.3 Who has an assignment of nineteen (19) hours or less weekly at the time of the layoff; or~~

~~Who has less than one (1) year continuous service in the District. For this purpose, Christmas, Spring vacation, semester breaks, and the period between the end of the Spring Semester and the start of the Fall semester are not considered breaks in continuous service.~~

Procedure

~~Layoff shall be based on the reverse order of seniority within each class within the District where the functions/duties/responsibilities of the Civil Service exempt employee are the same as others within the District. Seniority for these purposes only shall be determined by the length of current continuous service with the District. Breaks in service shall be as stated in D.1.4 above.~~

~~2.1 Temporary employees shall be laid off prior to permanent employees within the same classification.~~

~~2.2 A permanent full time employee laid off shall be entitled to displace other employees in the following order of priority: The least senior temporary full time employee, the least senior temporary part time employee, or the least senior permanent part time employee.~~

~~2.3 A permanent part time employee laid off shall be entitled to displace the least senior temporary part time employee.~~

~~3. Recall~~

~~A Unit member laid off in accordance with the provisions of Section D of this Article shall be placed on a twenty four (24) month recall list for a vacancy which occurs in the District in which his/her functions/duties/responsibilities were the same as the vacancy opening.~~

~~3.1 Such an employee will be notified by telephone, mail or telegram addressed to the last official known address of the laid off employee.~~

~~3.2 The laid off employee must contact the District Classified Personnel Services within five (5) work days of contact, if contact is by telephone or telegram, to advise on acceptance of the position; or, if contact is by certified mail, within five (5) work days of receipt or ten (10) days of mailing. Failure to contact within such period will be deemed as rejection of the vacant position and will remove the employee from the recall list.~~

~~E. Layoff Prevention Fiscal Years 1998 1999 and 1999 2000~~

~~1. In the event that the Chancellor or his/her designee recommends to the Board as a result of the adoption by the Board of the final budget the layoff of twenty five (25) or more bargaining unit employees in Fiscal Years 1998 1999 or 1999 2000 due to budgetary constraints (including reduction in the number of positions), it will so notify the Union at least 60 calendar days prior to the effective date of any such proposed layoff notice, so as to enable the discussion of alternatives to layoffs or other mitigating measures. Upon such notification by District, the provisions of Article 28 and Article 37 except Section B, Retirement Pick up, shall be subject to reopeners in their entirety, provided that no wages or benefits shall be subject to retroactive reductions as the result of such negotiations. In addition, upon the mutual agreement of the parties, the provisions of Article 37, Section B (Retirement Pickup), may be reopened as part of negotiations on a plan to mitigate or eliminate the need for layoffs of bargaining unit personnel.~~

~~2. Discussions between the parties and any necessary negotiations, shall be expedited and shall be completed within 30 calendar days. EERA impasse procedures shall be expedited by agreeing, before negotiations commence, on (a) the selection of the mediator and members of the fact finding panel, and (b) dates for the commencement and conclusion of the mediation and fact finding processes. Absent agreement, and upon exhaustion of any applicable procedures, the District reserves its right to unilaterally~~

~~implement and the Union reserves its right to engage in a lawful strike.~~

ARTICLE 22 HEALTH AND SAFETY

D

2. Eye Examinations

~~The District and the Union agree to consult on the provisions of eye examinations, within the existing health programs, for Employees who use video display terminals will receive employer paid annual VDT eye examinations and prescribed eyewear.~~

ARTICLE 28 FRINGE BENEFITS

In addition to the benefits listed below the District shall provide \$275. per month per each employee for purchase of cafeteria style benefits, including but not limited to disability insurance, supplemental medical insurance, fitness memberships, dependent care and vision care.

A. Medical

1. The District shall continue to provide, in accordance with carrier requirements, medical care insurance programs to eligible classified employees as determined by the Health Service System.

~~1.1 During the term of this Agreement, the District shall pay up to a total of \$225.00 per month per represented employee only for employees who elect dependent coverage (for categories "employee plus one," and "employee plus two/family").~~

2. Temporary employees who work ~~twenty (20)~~ or more hours per week and have six (6) months or more of continuous service may become members of the Health Service System. **Christmas, spring vacation, semester breaks, and the period between the end of the Spring Semester and the start of the Fall Semester are not considered breaks in continuous service.**

3. ~~Health Service benefit coverage for temporary school term employees ends at the close of the academic year except where the employment is extended through the summer session(s) at twenty (20) hours per week, and is reinstated upon re-employment and re-enrollment at the beginning of the next academic year. An academic year is defined as a Fall and Spring semester and does not include the summer session(s).~~

4. Employees who have underlying permanent employee status shall continue membership in the Health Service System.

B. Prescription Drug Plan

~~Full-time~~ Classified employees and their eligible dependents with District-provided Health Service System health plans shall be eligible for the District-provided Drug Plan. Employees and their eligible dependents shall first obtain prescriptions through such plans. The District shall reimburse the employee or eligible dependent co-payment, if any. Employee dependents who are not participating in a District-provided Health Service System health plan shall not be eligible for benefits under the District-provided Drug Plan.

C. Life Insurance

1. The District shall provide, in accordance with carrier requirements, life insurance coverage to ~~permanent full-time and permanent part-time~~ employees.

2. Effective upon ratification of this Agreement, subject to carrier requirements, the face value of the life insurance policy shall be \$50,000.

D. Dental/Orthodontia

The District shall provide, in accordance with carrier requirements, dental and orthodontia coverage to ~~permanent full-time and permanent part-time~~ employees and their eligible dependents as follows:

Dental Insurance:	General, Per Year	\$2,000- \$4,000.
	Lifetime Orthodontia	\$1,500- \$3,000.

ARTICLE 29 UNIFORMS

The District shall provide ~~uniforms to employees in classifications:~~ **each employee in the eligible classifications an annual uniform allowance to cover laundering of uniforms, five (5) shirts, five (5) pants/skirts and one (1) pair of shoes or boots. If the full allotment is not necessary, an employee may elect to purchase other appropriate accessories for use at work.**

1760	Machine Operator
1762	Senior Offset Machine Operator
1930	Warehouse Worker
1932	Assistant Storekeeper
1934	Storekeeper
1936	Senior Storekeeper
2608	Supply Room Attendant
2615	School Lunchroom Helper

1 2630 School Lunchroom Cook
 2 2708 Custodian
 3 7441 Toolroom Mechanic and Custodian
 4 **8204 Institutional Police Officer**
 5 **8272 TIA-Campus Control**
 6

7 ~~Designated administrators shall consult with the Union regarding the type of~~
 8 ~~uniforms, the means for providing them, the number of uniforms to be provided,~~
 9 ~~and the replacement of such uniforms. Failing agreement at the department~~
 10 ~~level, disputes shall be referred to the Employee Relations Office for~~
 11 ~~negotiations. The District shall make reasonable efforts to furnish such uniforms~~
 12 ~~within 100 days of the ratification date of this Agreement.~~
 13

14 ARTICLE 30 SUB-CONTRACTING OF WORK

15 A. Subcontracting

- 16 1. The subcontracting of work by the District shall be consistent with its
- 17 obligations under the Educational Employment Relations Act.
- 18 2. The District and the Union agree that there shall be no subcontracting
- 19 which would affect any classified employees within the SEIU 790
- 20 Bargaining Unit. ~~from date of ratification through June 30, 1999. The~~
- 21 Union agrees that negotiations with the District on the question of
- 22 subcontracting shall be reopened for Fiscal Year 1999-2000 subject
- 23 to the provisions of Article 21, Layoffs.
- 24 3. ~~The District will provide the Union with a copy of the "Request for~~
- 25 ~~Proposal" where such services could potentially be performed by~~
- 26 ~~represented classifications. Such notification shall occur~~
- 27 ~~simultaneously upon issuance of the "Request for Proposal."~~
- 28 4. ~~Prior to the subcontracting of services performed by represented~~
- 29 ~~classifications, the District upon written request by the Union after~~
- 30 ~~receipt of the notice in Section A.3 above, shall meet with the Union~~
- 31 ~~to negotiate, consistent with its legal obligation, proposals advanced~~
- 32 ~~by the Union as an alternative to subcontracting and/or the impact of~~
- 33 ~~such subcontracting.~~
- 34 3. ~~The District will provide the Union with a copy of the "Request for~~
- 35 ~~Proposal" where such services could potentially be performed by~~
- 36 ~~represented classifications. Such notification shall occur~~
- 37 ~~simultaneously upon issuance of the "Request for Proposal."~~
- 38 4. ~~Prior to the subcontracting of services performed by represented~~
- 39 ~~classifications, the District upon written request by the Union after~~
- 40 ~~receipt of the notice in Section A.3 above, shall meet with the Union~~
- 41 ~~to negotiate, consistent with its legal obligation, proposals advanced~~
- 42 ~~by the Union as an alternative to subcontracting and/or the impact of~~
- 43 ~~such subcontracting.~~
- 44 3. ~~The District will provide the Union with a copy of the "Request for~~
- 45 ~~Proposal" where such services could potentially be performed by~~
- 46 ~~represented classifications. Such notification shall occur~~

39 B. ~~Personal Service Contract~~

40 The District shall notify the Union of proposed personal services contracts
 41 which are presented to the Civil Service Commission for approval, where
 42 such services could potentially be performed by represented classifications.
 43 Such notification shall occur simultaneously upon submission of the request
 44 to the Civil Service Commission.
 45
 46

ARTICLE 31 DISTRICT VOLUNTARY REDUCED WORK WEEK AND
TIME-OFF PROGRAM AND FURLOUGH

~~A. District Voluntary Reduced Work Week~~

~~Employees in any classification, upon the recommendation of the supervisor and subject to the approval of the Chancellor/designee, may voluntarily elect to work a reduced week for a specific period of time. Such reduced work week shall not be less than twenty (20) hours per week nor for less than three (3) continuous months during the fiscal year. Pay, vacation, holidays and sick pay and any other benefits shall be reduced in accordance with such reduced work week.~~

~~B. District Voluntary Unpaid Time Off Program~~

~~Employees in any classification, with the approval of the supervisor and the Chancellor/designee, may voluntarily elect to take unpaid hours or days off, for a specific period of time with no negative impact on other terms and conditions of employment.~~

~~Requests for voluntary time off may only be denied for operational reasons or any court decree or order pertinent thereto. When there are conflicting voluntary unpaid time off requests for the same day(s) or time period, and more than one employee in the same classification or performing similar functions cannot be granted time off due to operational needs, the request of the more senior employee shall prevail.~~

~~Employees who have requested time off and who have obtained approval of such requests shall not have their time off altered or eliminated without their consent or after two weeks notice.~~

~~Employees who voluntarily take unpaid time off shall continue to accrue vacation, retirement, and sick leave credits at the same rate as if they were in a paid status for the period of their unpaid time off up to a maximum of twenty (20) days per year.~~

~~Seniority, holiday pay, retirement and other benefits of employment shall not be negatively impacted due to an employee's participation in the voluntary time off program.~~

~~Disputes over the application of this section, B, shall be submitted to a standing panel of three (3) District employees (one appointed by the Union, one by the District, and one by mutual agreement) for resolution in a timely manner.~~

C. Furlough

1. There shall be no mandatory unpaid furloughs of any duration for any represented employees. ~~from date of ratification through June 30, 1999.~~

2. ~~Unless mutually agreed to otherwise, the District retains the discretion to initiate mandatory furloughs upon a minimum of two weeks advance notice on or after July 1, 1999.~~

3. ~~In the event furloughs are implemented, they shall be limited to three days per year, per employee, and shall be equitably distributed among all of the employees in an affected class or department; they shall be unpaid and employees shall be precluded from using any form of paid leave or compensatory time for the period in issue. Any bargaining unit employee who is furloughed shall be credited with an equivalent amount of paid time off to be used in future years of employment.~~

4. ~~The decision of the Chancellor to impose furloughs under this subsection, and the Chancellor's determination of how the furlough shall be imposed, shall be final and not subject to the grievance procedure.~~

ARTICLE 32 OVERTIME COMPENSATION

A. Definition

2. Hours Worked

The term "hours worked" does not include sick leave, ~~vacation leave, and floating holidays.~~ The term "hours worked" will include **vacation leave, floating holidays and**, the legal holidays designated in Article 34 of the Collective Bargaining Agreement.

ARTICLE 33 ADDITIONAL COMPENSATION

C. Console Operator

~~Computer Operator II (Class No. 1736) and Senior Computer Operator (Class No. 1737) shall not receive five percent (5%) more than the base rate when performing duties as Console Operator on the operating system.~~

D. Employees Covered by Former Word Processing Premium

~~Employees who are currently receiving a Word Processing Premium shall continue to receive a ninety one cent (\$.91) per hour premium above the salary to which they are entitled for such time as they are assigned to and actually work with word processing equipment, up to a maximum of 20 hours bi-weekly, until June 13, 1997.~~

Effective June 14, 1997, the word processing premium shall be eliminated. Any employee hired after January 1, 1995, shall not be eligible to receive such a premium.

ARTICLE 34 HOLIDAYS

A. Holidays

1. Designation of Holidays

For the efficient operation of the District, classified employees shall observe holidays the same days which are District holidays. The following is a list of current holidays for all eligible District classified employees. While the specific holidays or dates thereof may change, the total number of designated holidays is ~~fourteen (14)~~ **twenty two (22)**.

Independence Day Observed

Labor Day

Columbus/Indigenous Peoples Day

Veterans' Day Observed

Thanksgiving Day

"Day after Thanksgiving"

Christmas Day Observed

Days between Christmas Day & New Year's Day

New Year's Day Observed

Dr. Martin Luther King Jr.'s. Birthday Observed

Lincoln's Birthday Observed

Washington's Birthday Observed

Cesar Chavez's Birthday

Memorial Day

~~Three~~ **Four** Floating Holidays

C. Holidays for Employees on Work Schedules Other Than Monday Through Friday

Employees assigned to seven- (7) day operation departments or work units or employees working a five- (5) day-work week other than Monday through Friday **or flex schedule** shall be allowed another day off if a holiday falls on one of their regularly scheduled days off. Employees whose holidays are changed because of shift rotations shall be allowed another day off if a legal holiday falls on one of their days off.

School term employees who work a shift directly preceding or after a holiday break are eligible for holiday compensation for all holidays, which fall within the break.

ARTICLE 37 WAGES

A. Wages

Employees shall receive a 5.5% increase effective July 1, 2000.

Employees shall receive a 5.5% increase effective July 1, 2001.

Employees shall receive a 5.5% increase effective July 1, 2002.

There shall be five additional salary steps added to the current schedule, Step 6, Step 7, Step 8, Step 9 and Step 10. The steps shall be approximately five (5)% apart.

~~1. 1997-1998: In light of the District's fiscal condition, wages for 1997-1998 shall remain at the 1996-1997 level.~~

~~2. 1998-1999 Fiscal Year~~

~~2.1 For the 1998-1999 Fiscal Year, bargaining unit wage rates shall be increased across the board and on schedule by 3.5%.~~

~~Additionally, for the 1998-1999 Fiscal Year only, bargaining unit members shall receive an off schedule increase equal to 0.4% over the wage rates in effect for Fiscal Year 1998-1999.~~

~~3. 1999-2000 Fiscal Year~~

~~3.1 For the 1999-2000 Fiscal Year, bargaining unit wage rates shall be increased by the cost of living adjustment (COLA), if any, for community colleges contained within the adopted State budget for Fiscal Year 1999-2000.~~

~~3.2 If, after adoption of the State budget, the State modifies the COLA or the amount of COLA it funds, the District shall increase or decrease pay rates by the appropriate percentage as soon as practicable. Before decreasing pay rates under this section, the District will determine in consultation with the Union whether any savings have been achieved or whether alternate revenue sources to offset the revenue deficit exist. In the event of overpayments to employees, the District shall, in equal installments over a six month time period, recoup the amount overpaid.~~

~~3.3 Bargaining unit members' wage rates shall be increased by the COLA adjustment effective 30 days after the District begins to receive 1999-2000 COLA funds. The District shall disburse a retro check to employees as necessary to cover the~~

period from July 1 to the date the increase is made in base wages.

4. ~~Formula for Allocation of Unrestricted New Revenues Other than State COLA~~

4.1 ~~Definition: All references to revenues or expenditures are to unrestricted funds only. New revenues shall be defined as the net total of increases and/or decreases of the following unrestricted revenues received by the District:~~

1. ~~Lottery~~
2. ~~Sales tax~~
3. ~~Interest earned on unrestricted revenue~~
~~Prior year corrections (by definition, deemed one time only)~~
~~Fifty percent of State authorized "growth" funding for facilities expansion increases~~
6. ~~Fifty percent of non resident tuition~~
7. ~~"Transfers in" from the designated reserve~~
8. ~~Other Local and State revenues~~

4.2 ~~In the event that the Union believes that the District incorrectly excluded revenue as "other" when such revenue should have been included in unrestricted new revenue available for allocation by formula, it shall promptly raise its concerns to the District and the parties will negotiate in good faith, provided that impasse procedures shall not apply. If the parties have not reached agreement within 14 calendar days, either party has a right to initiate mediation. The parties shall jointly select a mediator. Failing mutual agreement on the mediator, the parties shall use the State Mediation and Conciliation Service. Mediation shall occur for a maximum of 30 days absent mutual agreement to extend the time. No other statutory impasse procedure shall apply.~~

4.3 ~~Audited figures from the District's independent audit for 1997-1998 will be used to determine the baseline of new revenues other than State COLA. For the 1999-2000 fiscal year, "new revenues" shall also include the amount of the ending balance (also known as the "net change in fund balance") of the prior fiscal year that is in excess of \$1.2 million. (\$500,000 of the 1997-1998 ending balance is being transferred to the Board designated reserve.)~~

4.4 ~~Operation of Formula: In March, 2000, using the prior year's audited expenditure and revenue figures (unrestricted), the District shall determine the amount of "new revenue" available~~

for distribution. The District and Union shall reach agreement on:

4.4.1 ~~How much of the new revenue is attributable to one-time sources and ongoing sources. (Revenue from one-time sources may only be allocated for one-time salary or benefits changes and shall not be allocated to ongoing commitments unless (1) otherwise agreed to and (2) the parties reach agreement on how to sustain the level of expenditure); and~~

4.4.2 ~~Allocation of new revenue to salary or benefits changes (in the event that such allocations require modification of provisions of this Agreement, the parties shall reopen the Agreement for the sole purpose of making such mutually agreed-upon modifications).~~

4.4.3 ~~Allocation of performance based revenue, in a manner that assures provision of the State required performance and service levels.~~

4.5 ~~Baseline~~

~~Audited figures from the District's independent audit for 1997-1998 will be used to determine allocation percentages. Eighty percent (80%) of the new revenues shall be available for salary and benefits adjustments college wide. SEIU's proportional share of these available revenues shall be equal to its "proportionate share" of salary and benefits expenditures in 1997-1998.~~

4.6 ~~To determine SEIU's "proportionate share," the classified salaries and benefits expenditures shall be divided by all salaries and benefits expenditures (State Budget and Accounting Manual categories 1000, 2000, and 3000). "Classified salaries and benefits expenditures" attributable to SEIU shall exclude salaries and benefits of categorically funded SEIU bargaining unit members, unrepresented classified employees, faculty, department chairpersons, administrators, the Chancellor, independent contractors and student workers.~~

5. ~~In the event that the 1999-2000 State COLA plus "new revenue" pursuant to the Formula, based upon a review of the preliminary figures, does not appear likely in the judgment of SEIU to yield an across-the-board on-schedule wage increase of at least 3.5 percent, SEIU shall have the right to re-open negotiations on Wages, Article 37, for the 1999-2000 Fiscal Year only.~~

C. Pay Equity

The District shall provide each eligible unit member with an **appropriate annual** pay equity adjustment. ~~of \$351.72 for Fiscal Year 1998-1999 only.~~

~~No additional Pay Equity adjustments shall be paid in 1999-2000 unless (1) the District determines that "new revenue" is available for distribution, and (2) the parties mutually agree to re-open this section of the Agreement for the sole purpose of making such a mutually agreed upon modification.~~

D. Inequity Adjustments

The District shall provide inequity adjustments for **appropriate classifications**. ~~Fiscal Year 1998-1999 only, as set forth below.~~

<u>Classification</u>	<u>Percentage Increase</u>
1203	4.0%
1406	4.0%
1650	1.5%
1842	3.0%

~~No additional Inequity adjustments shall be paid in 1999-2000 unless (1) the District determines that "new revenue" is available for distribution, and (2) the parties mutually agree to re-open this section of the Agreement for the sole purpose of making such a mutually agreed upon modification.~~

E. Longevity Increases

After completion of ten (10) years of full-time **twenty (20) hours a week** of continuous service and thereafter in any classification an employee shall be granted an additional thirty cents (\$.30) per hour longevity increment. **For this purpose, Christmas, Spring vacation, semester breaks, and the period between the end of the Spring Semester and the start of the Fall Semester are not considered breaks in continuous service.**

F. Information Systems Reclassification and Wage Rates

~~The Department of Human Resources for the City and County of San Francisco, the merit system administrator for classified employees of the District, has informed the District of its intent to reclassify certain employees of the District. Set forth below are the bargaining unit determinations for these classifications.~~

1. Bargaining Unit Determination

The following classifications shall be included within the bargaining unit represented by Local 790:

~~1001 IS Operator Assistant~~
~~1002 IS Operator Journey~~
~~1003 IS Operator Senior~~
~~1013 IS Technician Senior~~
~~1021 IS Administrator I~~
~~1022 IS Administrator II~~
~~1023 IS Administrator III~~
~~1024 IS Administrator Supervisor~~
~~1032 IS Trainer Journey~~
~~1042 IS Engineer Journey~~
~~1043 IS Engineer Senior~~
~~1052 IS Business Analyst~~
~~1053 IS Business Analyst Senior~~
~~1062 IS Programmer Analyst~~
~~1063 IS Programmer Analyst Senior~~

The following classifications are split classifications and shall be included within the bargaining unit represented by Local 790 but certain position shall be designated as supervisory and therefore excluded from the Local 790 bargaining unit:

~~1022 IS Administrator II~~
~~1024 IS Administrator Supervisor~~

The following classifications shall be designated management or supervisory and therefore shall be excluded from the Local 790 bargaining unit:

~~1005 IS Operator Supervisor~~
~~1064 IS Programmer Analyst Principal~~
~~1070 IS Project Director~~
~~1071 IS Manager~~

2. For Fiscal Year 1998-1999, wage rates for the new classifications included within the bargaining unit represented by Local 790 shall be established and employees shall be reclassified as soon as practicable, provided that no reclassified employee shall receive a wage increase in excess of 10% of the employee's wage rate in the former classification in effect for the 1997-1998 Fiscal Year. Any remaining amount resulting from the reclassification shall be phased in for the 1999-2000 Fiscal Year.

ARTICLE 39 VACATION

A. Vacation Accrual

1. Employees are entitled to ~~annual~~ vacations after first completing one year of continuous (full-time or 20 hrs./week part-time) service. **For this purpose, Christmas, Spring vacation, semester breaks, and the period between the end of the Spring Semester and the start of the Fall Semester are not considered breaks in continuous service.** Vacation allowances are based on length of service as follows:

1.1 A maximum of ten working days per year for the first five years based on a vacation allowance computed at the rate of .0385 of an hour for each hour of paid service.

1.2 A maximum of fifteen working days per year after **five** years of service based on a vacation allowance computed at the rate of .0577 of an hour for each hour of paid service.

1.3 A maximum of twenty working days per year after ~~fifteen~~ **ten** years of service based on a vacation allowance computed at the rate of .0770 of an hour for each hour of paid service.

1.4 A maximum of twenty-five working days per year after **fifteen** years of service based on a vacation allowance computed at the appropriate rate.

1.5 A maximum of thirty working days per year after **twenty** years of service based on a vacation allowance computed at the appropriate rate.

2. Employees may elect not to take their entire vacation in any one year and in such event may accumulate the days allowable and not taken for use at some future time, provided, however, that no employee may accumulate unused vacation allowance in excess of ~~400~~**480** hours.

- 2.1 The Director of Human Resources may grant to an employee a thirty (30) day extension on the maximum accrual of ~~400~~**480** hours provided in Section A.2, above, if an employee is prevented from scheduling and taking his/her vacation leave **during the preceding six months.**

C. Vacation Scheduling

School term employees may schedule vacations during Christmas, Spring vacation, semester breaks, and the period between the end of Spring Semester and the start of Fall Semester.

D. Transfer of Vacation/Leave for Catastrophic Illness

~~Employees of the District may individually transfer their vested vacation allowance credits to another individual employee of the District/City and County of San Francisco who has been determined to have sustained a life threatening illness or injury, and who has exhausted his/her vacation allowance, sick leave and compensatory time off. Such employee shall be determined to be catastrophically ill.~~

~~The maximum donation of sick leave/vacation hours that an employee may transfer pursuant to this policy per calendar year is 480 hours (12 weeks). Sick leave/vacation hours must be transferred in 8 hour increments and may be transferred only once per pay period, per recipient. All transfers are final and irrevocable.~~

~~ARTICLE 40 — IMPLEMENTATION OF NEGOTIABLE COMPONENTS OF KH REPORT RECOMMENDATIONS~~

~~The parties shall meet and negotiate as necessary to facilitate prompt implementation of any remaining, unimplemented KH recommendations, which require negotiations.~~

~~ARTICLE 42 — METHODS OF CALCULATING SALARY~~

~~The pay periods and methods of calculating salary shall be in accordance with existing District practices and procedures. The District and the Union retain the right to reopen negotiations on this subject should the District terminate its contractual relationship with the City and County of San Francisco's Payroll Personnel Service Division, and the District and the Union retain their right to reopen negotiations regarding provisions of this Agreement impacted by any changes in payroll procedures.~~

ARTICLE 43 REPOTING OBLIGATIONS

3. ~~Custodians should refer to Article 17 of this Agreement for reporting obligations~~

ARTICLE 44 WORK SCHEDULE

2.2 Employees who request such flexible work assignments and or telecommuting assignments must complete and sign the

"Flexible Work Schedule" form which (1) indicates that participation in the flex-time program is voluntary and (2) waives all rights to additional compensation for overtime after eight (8) hours.

2.3 The decision to grant or deny a flexible work assignment is final and is not subject to the grievance procedure shall not be unreasonably denied.

ARTICLE 45 PUBLIC APPRENTICESHIP PROGRAM

~~In the event the District contemplates the implementation of a public apprenticeship program for welfare, general assistance or SSI recipients, the District shall negotiate and/or consult with the Union, consistent with its legal obligation.~~

No employee shall have work hours (including overtime) reduced as a result of a public apprenticeship program for welfare, general assistance, SSI recipients, SWAP, volunteers or 9911, Public Service Aide.

ARTICLE 46 REQUIRED TRAVEL REIMBURSEMENT

Classified employees may be reimbursed for required travel costs necessary for performing their job duties when using their personal automobile or local public transportation. Claimable expenses include: MUNI or BART fares, parking meters, and mileage. Parking lot fees may be reimbursed if the employee provides a printed receipt. In order to be reimbursed, employees must fill out a "Field Expense Report" and obtain the signature of their supervisor. The supervisor's signature on a Field Expense Report will attest that the travel for which reimbursement is sought was required for official business. The current mileage rates are 32.5 cents per mile for a trip entirely within San Francisco and 32.5 cents per mile for a trip outside San Francisco. **The mileage rate shall be increased each calendar quarter by one cent per mile for each ten cents increase in the average cost of gasoline in the Energy Report published by the Bureau of Labor Statistics, US Department of Labor. Said rate shall be fixed within two weeks of receipt of the report.** Exclusions from reimbursement include, but are not limited to, travel between the employee's home and work site, travel to attend meetings of a voluntary nature, and travel for personal reasons.

ARTICLE PARKING

~~At the Phelan Campus and at 31/33 Gough, commencing in the Fall 1991 semester, classified Employees working a minimum of 20 hours a week~~

shall be eligible for issuance of a parking permit enabling them to park in available parking spaces in District lots specified for that purpose.

~~1. If the District determines to charge parking fees to its classified, faculty and administrative employees, the Union agrees that the District may require bargaining unit members desiring to park in District lots to pay the fee assessed; provided, however, that nothing herein precludes the District from making reasonable exceptions to a general obligation requirement payment by classified, faculty and administrative employees.~~

~~2. Any changes in District parking policies affecting classified employees shall not be implemented until the District meets and consults with the Union regarding such change; provided, however, that if the District promulgates a pay for parking policy without prior consultations with its parking committee, the District shall be obligated to negotiate over the effects thereof.~~

~~If the District creates a parking committee for any or all of its campuses, the Union shall be represented on such committee. The Chancellor shall give due consideration to the Union's desire to be represented in numbers equal to other represented groups. If decisions on such a parking committee are made by vote, the Union's vote shall be equal to that afforded any other represented group.~~

ARTICLE SICK LEAVE/VACATION LEAVE FOR CATASTROPHIC ILLNESS

Employees of the District may individually transfer their vested vacation allowance credits to another individual employee of the District/City and County of San Francisco or a bank to utilized by SFCCD Classified employees only who has/have been determined to have sustained a life threatening illness or injury, and who has exhausted his/her vacation allowance, sick leave and compensatory time off. Such employee shall be determined to be catastrophically ill.

~~The maximum donation of sick leave/vacation hours that an employee may transfer pursuant to this policy per calendar year is 480 hours (12 weeks). Sick leave/vacation hours must be transferred in 8-hour increments and may be transferred only once per pay period, per recipient. All transfers are final and irrevocable.~~

ARTICLE PROBATIONARY PERIODS

Probationary periods for newly appointed permanent employees shall be for six (6) months.

1 Probationary periods for permanent employees who transfer and or
2 bump into the District shall be for thirty (30) days.
3

4 **ARTICLE COMMUTER CHECK**
5

6 Employees who utilize public transportation, car pools and vanpools
7 shall receive a monthly commuter check allowance of \$65.
8

9 **ARTICLE RIGHT TO PRIVACY**
10

11 Employees subject to this Agreement shall have a reasonable
12 expectation of privacy and to be secure from unreasonable searches
13 and seizures on his/her person and his/her work area to the extent
14 provided by the law.

**SAN FRANCISCO COMMUNITY COLLEGE DISTRICT'S INITIAL PROPOSAL
REGARDING NEGOTIATIONS WITH SERVICE EMPLOYEES INTERNATIONAL
UNION, LOCAL 790, FOR A SUCCESSOR AGREEMENT
SUNSHINED FEBRUARY 24, 2000**

I. PRELIMINARY STATEMENT

In accordance with Government Code Section 3547, the District's Initial Proposal is hereby submitted for purposes of "sunshining." The Board of Trustees shall receive public comment concerning the Initial Proposal at its March 2000 meeting. SEIU Local 790's proposal is being sunshined concurrently with the District's proposal.

II. INITIAL PROPOSAL

The District proposes the following modifications and/or amendments to the present Agreement between the District and SEIU, Local 790. The District does not at this time propose to modify the terms of articles not referenced below.

Article 6 Dues Deduction and Agency Shop

Revise to reflect that the District no longer uses the Payroll and Personnel Services Division of the City & County of San Francisco.

Article 7 Union Representatives

Add to § B.1: The District shall make reasonable efforts to assure the release of individual bargaining team members. Release of individual members shall be subject to the District's operational requirements.

Article 8 Personnel Files

E. Adverse Actions

Eliminate first two sentences.

F. Sealing of Material

Eliminate District's obligation to seal disciplinary records.

Article 9 Discipline

Delete Section G.5, in order to give the District full discretion to implement suspensions pending appeal.

Article 11 Leaves

Examine the modification(s) to Civil Service Rule 20 since January 8, 1996, and assess whether the contract language should be updated accordingly.

Article 12 Temporary Employees**A. Classification Study**

The District proposes to review with the Union the necessity for and content of this provision.

Article 17 Custodians**A. General Bid**

Review and revise the General Bid provision as appropriate.

Article 21 Layoffs**C. Civil Service Employees**

Examine the modification(s) to Civil Service Rule 21 since January 20, 1998, and assess whether the contract language should be updated accordingly.

E. Layoff Prevention Fiscal Years 1998-1999 and 1999-2000

Eliminate provision.

Article 25 Duration

Determine an appropriate period of time for the duration of the Successor Agreement.

Article 28 Fringe Benefits**A. Medical**

Explore benefit options that are suitable to the needs of bargaining unit members.

Article 32 Overtime Compensation**B. Assignment of Overtime**

Clarify existing overtime "rotation" practices and contract language to ensure equitable distribution of overtime. (Maintain District's ability to continue to assess qualifications and ability, with seniority to be given weight in the event of equal qualifications.)

Article 37 Wages**A. Wages**

The District proposes to discuss wages and wage-related matters (including wage increase, employer "pick-up" of employees' share of retirement contributions, and inequity adjustments) in the context of the existing Formula for Allocation of Unrestricted New Revenues other than State COLA and the wages received by employees with similar responsibilities working for comparable employers.

F. Information Systems Reclassification and Wage Rates

Review and discuss the possible elimination of this provision.

Article 42 Methods of Calculating Salary

Retain only the first sentence of this provision – "The pay periods and methods of calculating salary shall be in accordance with existing District practices and procedures." (Remaining language is obsolete because District no longer uses the Payroll and Personnel Services Division of the City & County of San Francisco.)

[New] Article Parking and Public Transportation

A. Move existing Article 12, Section F, Parking, to this new Article.

B. Explore incentives for the use of public transportation.

Exhibit A Listing of Classifications

Update listing of bargaining unit classifications as appropriate.

Right to Amend

The District reserves its right to amend its Initial Proposal.



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

S2

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL

**Authorizing the Administration to enroll in the California Department of Motor Vehicles Pull Notice Program employees who are required as part of their job responsibilities to drive in the course of conducting District business, and who are determined by their department heads to be appropriate for enrollment in the Pull Notice Program
(Resolution No. 000224-S2)**

BACKGROUND INFORMATION:

Under the California Vehicle Code, employers of employees who operate motor vehicles requiring certain types of licenses and special certificates must participate in the Pull Notice Program administered by the California Department of Motor Vehicles. Employers are required to enroll in the Pull Notice Program all employees who, in the course of their employment, drive any vehicle requiring a Class 1, Class 2, Class A or Class B license, or a Class C license with a special certificate. In addition, employers may enroll other employee-drivers in the interest of driver safety. Through the Pull Notice Program, employers are automatically notified when one of their enrolled employees has a conviction, failure to appear, accident, driver's license suspension or revocation, or other action taken against his or her driver's license or privilege.

RECOMMENDATION:

RESOLVED: That effective February 25, 2000, the Board of Trustees of the San Francisco Community College District hereby declares that any employee falling within one or more of the following categories shall be enrolled in the Pull Notice Program:

1. Any employee who, in the course of his or her employment with the District, drives a vehicle requiring a Class 1, Class 2, Class A or Class B license, or a Class C license with a special certificate;
2. Any employee whose job responsibilities require him or her to possess a valid driver's license;

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BOARD OF TRUSTEES

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3. Any employee who is required as part of his or her job responsibilities to drive in the course of conducting District business, and who is determined by his or her department head to be appropriate for enrollment in the Pull Notice Program.

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor Finance and Administration and/or their designee(s) are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
With Steve Hale



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000

S3

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL

Recommend authorizing the Administration to modify the wage rates of the Employee Relations Manager (1284) for the period January 19 through June 30, 2000 (Resolution No. 000224-S3)

BACKGROUND INFORMATION:

The Director of Employee Relations, Lawrence C. Klein, will be on sabbatical leave for the period January 19 through June 30, 2000. During this period of time the Employee Relations Manager, Steven R. Hale, will be responsible for all aspects of the District's Employee Relations function under policy direction of the Vice Chancellor of Administration and Finance, the Chancellor, and the Board of Trustees. In consideration of the Employee Relations Manager's increased responsibilities, this resolution seeks the authority of the Board of Trustees to authorize the Administration to modify the wage rates of the Employee Relations Manager for the period specified herein.

RECOMMENDATION:

RESOLVED: That the Board of Trustees authorizes the Administration to modify the wage rates of the Employee Relations Manager (1284) for the period January 19 through June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor and the Vice Chancellor of Administration and Finance, and/or their designee(s) are hereby authorized and directed to implement this Resolution and to submit any necessary finance resolutions to fund implementation of this Resolution.

Peter Goldstein, Originator

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DR. PHILIP R. DAY, JR., CHANCELLOR



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

S4

Subject: **SPECIAL**
Amending Resolution No. 921217-S2 to modify
criteria for verifying CCSF students' financial
need for the purpose of waiving the \$32 GED Test
administration fee charged by the CCSF GED
Testing Center
(Resolution No. 000224-S4)

BACKGROUND INFORMATION:

The Board of Trustees passed Resolution No. 921217-S2 setting the GED test administration fee for the CCSF GED Testing Center. Also, in recognizing that some financially needy CCSF students may not be able to afford the \$32 fee, the Board authorized the waiver of said fee for registered students if they can also provide verification of enrollment in one of the following public assistance program—Aid for Families with Dependent Children (AFDC), General Assistance (GA), Food Stamps, Medi-Cal, Supplemental Security Income (SSI), Refugee Cash Assistance or are receiving unemployment benefits.

Since then, many of the public assistance programs have changed and an update of that list is warranted. Furthermore, it is found that some of the needy CCSF students may not be eligible for the public assistance programs for a variety of legitimate reasons. A simple method of locally determining their financial need would help ensure those who truly need this fee waiver the ability to obtain the verification.

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BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

RESOLVED: That authorization be hereby given to registered CCSF students (credit or noncredit) who are able to verify enrollment in the following public assistance programs shall be exempt from paying the GED test administration fee: Temporary Assistance for Needy Family (TANF), County Adult Assistance Program (CAAP), Food Stamps, Medi-Cal, Supplemental Security Income (SSI); OR can verify receiving unemployment benefits; OR can obtain verification of their financial need from their CCSF instructor or counselor, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Student Development and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Originator: Nicholar Chang

02/24/00 – S4 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: February 24, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

S5

**Subject: Supporting the Passage of Proposition 26: Let's
Fix Our Schools Initiative
(Resolution No. 000224-S5)**

BACKGROUND INFORMATION:

California Community Colleges and K-12 schools need to build new facilities and upgrade existing buildings in order to meet the enrollment, technological, safety, health and modernization needs of our current and future students. Currently many educational facilities in the California public school and community college system are in a serious state of disrepair, overcrowded, out-of-date or completely unusable and incompatible with modern technology.

This initiative would authorize school and community college districts and county education offices to issue bonds for construction, reconstruction, rehabilitation or replacement of school facilities. This measure prohibits the use of bond funds for teacher or administrator salaries or other school operating expenses. It requires accountability through annual performance and financial audits, and requires that facilities be available to public charter schools.

Most school and community college local bond measures would have passed in recent years if there had been a democratic majority vote requirement, instead of the current two-thirds "super-majority." While state-level education bonds have passed in recent years, the level of funding has left many K-12 and Community Colleges with insufficient resources to fund the capital activities needed to run the best educational programs. This measure will help restore some of the ability of local schools and colleges to obtain matching funds for state bond money.

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DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

RESOLVED: That the Board of Trustees enthusiastically supports the passage of Proposition 26, the "Let's Fix Our Schools" initiative on the March 2000 ballot.

Dr. Philip R. Day, Jr., Originator
Leslie P. Smith, Originator

Text of the Initiative

BALLOT TITLE AND SUMMARY

SCHOOL FACILITIES. LOCAL MAJORITY VOTE. BONDS, TAXES. INITIATIVE CONSTITUTIONAL AMENDMENT AND STATUTE.

- Authorizes school, community college districts, and county education offices that evaluate safety, class size, information technology needs to issue bonds for construction, reconstruction, rehabilitation or replacement of school facilities if approved by majority of applicable jurisdiction's voters.
- New accountability requirements include annual performance, financial audits.
- Prohibits use of bonds for salaries or other school operating expenses.
- Authorizes property taxes higher than existing 1% limit by majority vote, rather than two-thirds currently required, as necessary to pay the bonds.

Summary of Legislative Analyst's Estimate of Net State and Local Government Fiscal Impact:

- Increased local school district debt costs-potentially in the hundreds of millions of dollars statewide each year within a decade. These costs would depend on voter action on future local school bond issues and would vary by individual district.
- Unknown impact on state costs. Potential longer-term state savings to the extent local school districts assume greater responsibility for funding school facilities

This initiative measure is submitted to the people of California in accordance with the provisions of Article II, Section 8 of the California Constitution.

This initiative measure amends, repeals and adds provisions to the California Constitution and to the California Education Code; therefore, existing provisions proposed to be deleted are printed in ~~strikeout type~~ and new provisions proposed to be added are printed in *Italic type* to indicate that they are new .

THE MAJORITY RULE ACT FOR SMALLER CLASSES, SAFER SCHOOLS AND FINANCIAL ACCOUNTABILITY

SECTION ONE. TITLE

This Act shall be known as the Majority Rule Act for Smaller Classes, Safer Schools and Financial Accountability.

SECTION TWO. FINDINGS AND DECLARATIONS

The people of the State of California find and declare as follows:

(a) Investing in education is crucial if we are to prepare our children for the 21st Century.

(b) We need to make sure our children have access to the learning tools of the 21st Century like computers and the Internet, but most California classrooms do not have access to these technologies.

(c) We need to build new classrooms to facilitate class size reduction, so our children can learn basic skills like reading and mathematics in an environment that ensures that California's commitment to class size reduction does not become an empty promise.

(d) We need to repair and rebuild our dilapidated schools to ensure that our children learn in a safe and secure environment.

(e) Students in public charter schools should be entitled to reasonable access to a safe and secure learning environment.

(f) We need to give local citizens and local parents the ability to build those classrooms by majority vote local elections so each community can decide what is best for its children.

(g) We need to ensure accountability so those funds are spent prudently and only as directed by citizens of the community.

SECTION THREE. PURPOSE AND INTENT

In order to prepare our children for the 21st Century, to implement class size reduction, to ensure that our children learn in a secure and safe environment, and to ensure that school districts are accountable for prudent and responsible spending for school facilities, the people of the State of California do hereby enact the Majority Rule Act for Smaller Classes, Safer Schools and Financial Accountability. This measure is intended to accomplish its purpose by amending the California Constitution and the California

Education Code:

(a) To provide an exception to the limitation on ad valorem property taxes and the two-thirds vote requirement to allow school districts, community college districts, and county offices of education to equip our schools for the 21st Century, to provide our children with smaller classes, and to ensure our children's safety by preparing, building, furnishing and equipping schools facilities;

(b) To require school district boards, community college boards, and county offices of education to evaluate safety, class size reduction, and information technology needs in developing a list of specific projects to present to the voters;

(c) To ensure that before they vote, voters will be given a list of specific projects their bond money will be used for;

(d) To require an annual, independent financial audit of the proceeds from the sale of the school facilities bonds until all of the proceeds have been expended for the specified school facilities projects; and

(e) To ensure that the proceeds from the sale of school facilities bonds are used for specified school facilities projects only, and not for teacher and administrator salaries and other school operating expenses, by requiring annual, independent performance audit to insure that the funds have been expended on specific projects only.

SECTION FOUR

Section 1. of Article XIII A of the California Constitution is amended to read:

SEC. 1. (a) The maximum amount of any ad valorem tax on real property shall not exceed One percent (1%) of the full cash value of such property. The one- percent (1-%) tax to be collected by the counties and apportioned according to law to the districts within the counties.

(b) The limitation provided for in subdivision (a) shall not apply to ad valorem taxes or special assessments to pay the interest and redemption charges on ~~(1) any indebtedness of the following:~~

~~(1) Indebtedness approved by the voters prior to July 1, 1978, or (2) any bonded~~

(2) *Bonded indebtedness for the acquisition or improvement of real property approved on or aft July 1, 1978, by two —thirds of the votes cast be the voters voting on the proposition.*

(3) *Bonded indebtedness incurred by a school district, community college district, or county office of education for the construction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the Acquisition or lease of real property for school facilities, approved by a majority of the voters of the district or county, as appropriate, voting on the proposition on or after effective date of the measure adding this paragraph. This paragraph shall apply only if the proposition approved by the voters and resulting in the bonded indebtedness includes all of the following accountability requirements:*

(A) *A requirement that the proceeds from the sale of the bonds be used only for the purposes specified in Article XIII A, section 1(b)(3), and not for any other purpose, including teacher and administrator salaries and other school operating expenses.*

(B) *A list of the specific school facilities projects to be funded and certification that the school district board, community college board, or county office of education has evaluated safety, class size reduction, and information technology needs in developing that list.*

(C) *A requirement that the school district board, community college board, or county office of education conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed.*

(D) *A requirement that the school district board, community college board, or county office of education conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects.*

(c) *Notwithstanding any other provisions of law or of this Constitution, school districts, community college districts, and county offices of education may levy a majority vote ad valorem tax pursuant to subdivision (b).*

SECTION FIVE

Section 18 of Article XVI of the California Constitution is amended to read:

SEC. 18. (a) No county, city, town, township, board of education, or school districts shall incur any indebtedness or liability, in any manner or for any purpose, exceeding in any year the income and revenue provided for ~~such that year, without the~~ *assent unless: The indebtedness or liability is approved by two-thirds of the qualified electors thereof, voters of the public entity voting at an election to be held for that purpose, except provided that with respect to any such public entity which is authorized to incur indebtedness for public school purposes, any proposition for the incurrence of indebtedness in the form of general obligation bonds for the purpose of repairing, reconstructing or replacing public school buildings determined, in the manner prescribed by law, to be structuarally unsafe for school use, shall be adopted upon the approval of a majority of the qualified electors of the public public entity voting on the proposition at such election; nor unless before or at the time of incurring such the indebtedness provision shall be is made for the collection of an annual tax sufficient to pay the interest on such the indebtedness as it falls due; and also provision to constitute provide for a sinking fund for the payment of the principal thereof, on or before maturity, which shall not exceed forty 40 years from the time of contracting the same; provided, however, anything to the contrary herein notwithstanding, when indebtedness.*

(b) *Notwithstanding subdivision (a), on or after the effective date of the measure adding this subdivision, in the case of any school district, community college district, or county office of education, any proposition for the incurrence of indebtedness in the form of general obligation bonds for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities, shall be adopted upon the approval of a majority of the voters of the district or county, as appropriate, voting on the proposition at an election. This subdivision shall apply only to a proposition for the incurrance of indebtedness in the form of general obligation bonds for the purposes specified in this subdivision if the proposition meets all of the accountability requirements of Article XIII A, section 1(b)(3).*

(c) *When two or more propositions for incurring any indebtedness or liability are submitted at the same election, the votes cast for and against each proposition shall be counted separately, and when two-thirds or a majority of the qualified electors voters, as the case may be, voting on any one of such those propoisitions, vote in favor thereof, such the proposition*

shall be deemed adopted.

SECTION SIX

Section 47614 of the Education Code is amended as follows:

~~SEC 47614. A school district in which a charter school operates shall permit a charter school to use, at no charge, facilities not currently being used by the school district for instructional or administrative purposes, or that have not been historically used for rental purposes provided the charter school shall be responsible for reasonable maintenance of those facilities.~~

(a) The intent of the people in amending Education Code section 47614 is that public school facilities should be shared fairly among all public school pupils, including those in charter schools.

(b) Each school district shall make available, to each charter school operating in the school district, facilities sufficient for the charter school to accommodate all of the charter school's in-district students in conditions reasonably equivalent to those in which the students would be accommodated if they were attending other public schools of the district. Facilities provided shall be contiguous, furnished, and equipped, and shall remain the property of the school district. The school district shall make reasonable efforts to provide the charter school with facilities near to where the charter school wishes to locate, and shall not move the charter school unnecessarily.

(1) The school district may charge the charter school a pro rata share (based on the ratio of space allocated by the school district to the charter school divided by the total space of the district) of those school district facilities costs which the school district pays for with unrestricted general fund revenues. The charter school shall not be otherwise charged for use of the facilities. No school district shall be required to use unrestricted general fund revenues to rent, buy, or lease facilities for charter school students.

(2) Each year each charter school desiring facilities from a school district in which it is operating shall provide the school district with a reasonable projection of the charter school's average daily classroom attendance by in-district students for the following year. The district shall allocate facilities to the charter school for that following year based upon this projection. If the charter school, during that following year, generates less average daily classroom attendance by in-district students than it projected, the charter school shall reimburse the district for the

over-allocated space at rates to be set by the State Board of Education.

(3) Each school district responsibilities under this section shall take effect on July 1st, 2003, or if the school district passes a school bond measure in the years 2000, 2001, or 2002, on the first day of July next following next following such passage.

(4) Facilities requests based upon projection of fewer than 80 units of average daily classroom attendance for the year may be denied by the school district.

(5) The term "operating," as used in this section, shall mean either currently providing public education to in-district students , or having identified at least 80 in-district students who are meaningfully interested in enrolling in the charter school for the following year.

(6) The State Department of Education shall propose, and the State Board of Education may adopt, regulations implementing this subdivision, including but not limited to defining the terms "average daily classroom attendance," "conditions reasonably equivalent," "in-district students," "facilities costs," as well as defining the procedures and establishing timelines for the request for, reimbursement for, and provision of, facilities.

SECTION SEVEN. CONFORMITY

The Legislature shall conform all applicable laws to this Act. Until the Legislature has done so, any statutes that would be affected by this Act shall be deemed to have been conformed with the majority vote requirements of this Act.

SECTION EIGHT. SEVERABILITY

If any of the provisions of this measure or the applicability of any provision of this measure to any person or circumstances shall be found to be unconstitutional or otherwise invalid, such finding shall not affect the remaining provisions or applications of this measure to other persons or circumstances, and to that extent the provisions of this measure are deemed to be severable.

SECTION NINE. AMENDMENT

Section 6 of this measure may be amended to further its purpose by a bill passed by a majority of the membership of both housed of the Legislature and signed by the Governor, provided

that at least 14 days prior to passage in each house, copies of the bill in final form shall be made available by the clerk of each house to the public and the news media.

SECTION TEN. LIBERAL CONSTRUCTION

The provisions of this Act shall be liberally construed to effectuate its purposes.

Let's Fix Our Schools Now!

Text of initiative

Local School Bonds: Proposition 26 CURRENT ENDORSEMENTS

January 28, 2000

Business

- Accel Partners
- ALZA
- Ramon Alvarez, President, Alvarez Lincoln Mercury
- AMD
- American Electronics Association (1,400 high-tech companies)
- Apple Computer
- Associated General Contractors of CA
- Black Business Association
- Eli Broad, The Broad Foundation
- Jim Breyer, Managing Partner, Accel Partners
- Brook Byers, Kleiner Perkins Caufield & Byers
- California Association for Local Economic Development
- California Association of Realtors
- California Building Industry Association
- California Business Alliance
- California Business for Education Excellence
- California Business Properties Association
- California Business Roundtable
- California Chamber of Commerce
- California Council for Environmental & Economic Balance
- California Hispanic Chamber of Commerce
- California Manufacturers Association
- California Public Securities Association
- California Retailers Association
- Cisco Systems, Inc.
- Citrus Heights Chamber of Commerce
- Cloverdale Chamber of Commerce
- Coalinga Area Chamber of Commerce
- Conexant Systems Inc.
- Consumer Federation of California
- Daly City-Colma Chamber of Commerce
- William Davidow, General Partner, Mohr Davidow Ventures
- eBay, Inc
- Foster City Chamber of Commerce
- Fresno Hispanic Chamber of Commerce
- Glendora Chamber of Commerce
- Greene Engineers
- Hewlett-Packard Company
- Hispanic Chamber of Commerce of Monterey County
- Hispanic Chamber of Commerce of Orange County
- Hispanic Chamber of Commerce of San Benito County
- Hispanic Chamber of Commerce of Santa Clara County
- Home Ownership Advancement Foundation
- Horsley Bridge Partners
- Intel Corporation
- Irvine Company
- Latin Business Association
- Latino Chamber of Commerce of Santa Cruz County
- Lightspan Partnership

- Lockheed Martin Corporation
- Ortensio Lopez, El Concilio of San Mateo
- Ernest Mario, CEO, Alza
- McCarthy Brothers Company/ Education Services Group
- Trey Melson, CEO, State Farm Insurance
- Orange County Business Council
- Paradise Ridge Chamber of Commerce
- Kim Polese, CEO, Marimba, Inc.
- Quantum Corporation
- Rancho Cucamonga Chamber of Commerce
- Redwood City-San Mateo Chamber of Commerce
- Sacramento Asian-Pacific Chamber of Commerce
- Salinas Valley Chamber of Commerce
- Dr. Henry Samueli, Co-Chair, Broadcom Corporation
- San Diego County Black Chamber of Commerce
- San Diego County Hispanic Chamber of Commerce
- San Gabriel Valley Hispanic Chamber of Commerce
- San Jose/Silicon Valley Chamber of Commerce
- San Marino Chamber of Commerce
- San Mateo Chamber of Commerce
- Santa Monica Chamber of Commerce
- Silicon Valley Manufacturing Group
- Solana Beach Chamber of Commerce
- Sunnyvale Chamber of Commerce
- Technology Network
- The East Los Angeles Community Union (TELACU)
- Vallejo Chamber of Commerce
- XILINX

Children and Education

- Alameda Education Association
- Asian Pacific Americans in Higher Education
- Association for the Improvement of Secondary Education
- Association of California Community College Administrators
- Association of California School Administrators
- Association of California School Administrators Region XV
- Association of California Urban School Districts
- Association of Low Wealth Schools
- Association of Mexican American Educators
- California Association for the Gifted
- California Association of School Psychologists
- California Association of Suburban School Districts
- California Association of Teachers of English to Speakers of Other Languages
- California Community Colleges
- California Continuation Education Association
- California County Superintendents Educational Services Association
- California Faculty Association
- California Federation of Teachers
- California Postsecondary Education Commission
- California Retired Teachers Association
- California School Boards Association
- California School Employees Association
- California School Library Association
- California School Nurses Organization
- California Speech-Language-Hearing

Associations

- California State Board of Education
- California State PTA
- California Teachers Association
- California State University
- Center on Juvenile and Criminal Justice
- Children's Advocacy Institute
- Children's Defense Fund
- Children's Network Council of Solano County
- Children NOW
- Steve Clute, Legislative Liason, Riverside County Schools
- Coalition for Adequate School Housing
- The College Board
- Community College Facility Coalition
- Community College League of California
- County School Facility Consortia
- Faculty Association of California Community Colleges
- Esau Herrera, President, CA Latino School Board Member Association
- Jovenes, Inc.
- Kids in Common
- Palo Alto Council of PTA's
- Palo Alto Foundation for Education
- Parent Institute for Quality Education
- Small School Districts Association
- Jon Sharpe, Vice-Chancellor Business, State Center Community College District
- United Teachers Los Angeles (UTLA)
- University of California
- Teresa P. Valladolid, Board Member, Southwester Community College District

Health

- American Academy of Pediatrics (CA)
- California Nurses Association
- California Physicians Alliance
- Joseph Martel M.D., California Latino Medical Association

Labor

- American Federation of State, County, and Municipal Employees
- Asian Pacific State Employees Association
- California Association of Professional Scientists
- California Conference Board – Amalgamated Transit Union
- California Labor Federation AFL-CIO
- California State Council of Hotel & Restaurant Employees (H.E.R.E.)
- CA State Council of Service Employees
- California Independent Public Employees Legislative Council (CIPELC)
- California State Employees Association, Local 1000, SEIU, AFL-CIO
- California State Pipes Trades Council
- California Union of Safety Employees
- Cement Masons Local 600

- Communication Workers of America Local 9503
- District Council of Iron Workers of the State of California & Vicinity
- Engineering & Utilities Contractors Association
- Engineers & Scientists of California Local 20 IFPTE (AFL-CIO)
- International Brotherhood of Electrical Workers Local Union 100
- International Brotherhood of Electrical Workers Local Union 441
- International Brotherhood of Electrical Workers Local Union 639
- International Brotherhood of Electrical Workers Ninth District
- Laborers' International Union of North America
- Northern California Carpenters Regional Council
- Plumbers and Fitters Local Union 246
- Plumbers UA Local Union 393
- Professional Engineers in California Government
- San Jose Newspaper Guild/ CWA Local 39098
- Santa Clara & San Benito Counties Building & Construction Trades Council
- Service Employees International Union Local 660 (Los Angeles)
- Sheet Metal Workers Local Union 108
- Southern California/Nevada Regional Council of Carpenters
- Southern California Pipe Trades Dist. 16
- State Building and Construction Trades Council of California, AFL-CIO
- United Association of Plumbers & Pipefitters Local Union 230
- United Auto Workers Region 5
- United Food & Commercial Workers Local 770

Local Government

- Tom Aceituno, Folsom City Council
- Bob Bruesch, Rosemead City Council
- David Buckmaster, Vice-Mayor, City of San Carlos
- California State Association of Counties?
- Exeter City Council
- Humboldt County Board of Supervisors?
- Rob Kerth, Sacramento City Council
- League of Cities
- Mayor Ronald O. Loveridge, Riverside
- Marin County Board of Supervisors
- Sacramento City Council
- San Francisco Board of Supervisors?
- Santa Cruz City Council
- Genevieve Shiroma, Director Ward 4, Sacramento Municipal Utility District
- Stockton City Council
- Juan Vargas, San Diego City Council
- Ruth M. Vreeland, Monterey City Councilmember

Public/ Community Interest

- ACCION San Diego
- AARP
- American Association of University Women of California
- Asian Bar Association of San Francisco
- Bar Association of San Francisco
- Barristers Club of San Francisco
- California Common Cause
- California Council of Churches/Church IMPACT
- California Democratic Party
- California National Organization of Women (California NOW)
- Diana Campoamor, Hispanics in Philanthropy

- CARECEN
- Casa Nicaragua
- Chicano Federation of San Diego, Inc.
- Center for Public Interest Law
- Chinese American Council of Sacramento
- Coalition for Rural Pueblos Economic Development
- Congress of California Seniors
- Sandra L. Figueroa-Villa, Executive Director, El Centro Del Pueblo
- Future Leaders of Sacramento
- Tony Gallegos, President and CEO, Veterans in Community Service, Inc.
- Gray Panthers of Los Angeles
- Greenlining Institute (represents over 50 ethnic organizations)
- Hermandad Mexicana Nacional
- Juana Gutierrez, President, Madres del Este de Los Angeles Santa Isabel
- Juan Jose Gutierrez, Ex Director, One Stop Immigration Center, Inc.
- Latino/Latina Indigenous People Coalition
- League of African-American Voters
- League of Women Voters of California
- Ortensia Lopez, El Concilio of San Mateo
- Lutheran Office of Public Policy
- MAAC Project, San Diego
- Madres del Este de Los Angeles Santa Isabel
- Joe Sanchez, MAGA Boardmember
- Luis Mata, Executive Director, Multicultural Area Health Education Center (MAHEC)
- Mexican American Legal Defense Fund (MALDEF)
- Mexican American Political Association
- NAACP, Stockton Branch
- National Association of Social Workers – California Chapter
- Nhung Nguyen, Vietnamese Coalition in Sacramento
- Organization of Alameda Asians
- Enrique Palacios, Director, Intergovernmental Services, SF Unified School District
- Planning and Conservation League
- Joe Rocha, California Latino Civil Rights Network
- Sacramento Civil Rights Network
- Bruce Saito, Executive Director, LA Conservation Corps
- Robert Smith, Tribal Chairman, Pala Band of Mission Indians
- Society of Hispanic Professional Engineers
- Carlos Venegas, Director of Partnership, Keck USC School of Medicine
- Veterans in Community Service, Inc. (VICS)
- Vietnamese Coalition in Sacramento
- Arturo Ybarra, Watts/Century Latino Organization

Public Safety

- California Association of Highway Patrolmen??
- California Organization of Police and Sheriffs
- California Professional Firefighters
- California State Firefighters Association
- San Diego City Fire Fighters

Taxpayer Groups

- California Tax Reform Association
- National Taxpayers Alliance

Elected Officials

- Assemblymember Elaine Alquist
- Assemblymember Dion Aroner
- Assemblymember Thomas Calderon
- Assemblymember Dennis Cardoza
- Assemblymember Gilbert Cedillo
- Assemblymember Ellen Corbett
- Assemblymember John Dutra
- Assemblymember Marco Antonio Firebaugh
- Assemblymember Dick Floyd
- Assemblymember Martin Gallegos
- Assemblymember Robert Hertzberg
- Assemblymember Mike Honda
- Assemblymember Hannah-Beth Jackson
- Assemblymember Fred Keeley
- Assemblymember Wally Knox
- Assemblymember Sheila Kuehl
- Assemblymember Ted Lempert
- Assemblymember John Longville
- Assemblymember Alan Lowenthal
- Assemblymember Kerry Mazzoni
- Assemblymember Carole Migden
- Assemblymember George Nakano
- Assemblymember Lou Papan
- Assemblymember Sarah Reyes
- Assemblymember Gloria Romero
- Assemblymember Jack Scott
- Assemblymember Kevin Shelley
- Assemblymember Nell Soto
- Assemblymember Darrell Steinberg
- Assemblymember Virginia Strom-Martin
- Assemblymember Helen Thomson
- Assemblymember Tom Torlakson
- Assembly Speaker Antonio Villaraigosa
- Assemblymember Edward Vincent
- Assemblymember Herb Wesson Jr.
- Assemblymember Patricia Wiggins
- Assemblymember Scott Wildman
- Assemblymember Roderick Wright
- Attorney General Bill Lockyer
- Congressman Joe Baca
- Congressman Robert T. Matsui
- Former Governor Pete Wilson
- Governor Gray Davis
- Lieutenant Governor Cruz Bustamante
- Mayor Willie Brown, Jr.
- State Treasurer Philip Angelides
- State Superintendent of Public Instruction Delaine Eastin
- Senate President Pro Tem John Burton
- Senator Richard Alarcon
- Senator Marian Bergeson (retired)
- Senator Debra Bowen
- Senator Jim Costa

- Senator Liz Figueroa
- Senator Tom Hayden
- Senator Teresa Hughes
- Senator Patrick Johnston
- Senator Betty Karnette
- Senator Jack O'Connell
- Senator Deborah Ortiz
- Senator Steve Peace
- Senator Don Perata
- Senator Richard Polanco
- Senator Hilda Solis
- Senator Jackie Speier
- Senator John Vasconcellos

School Officials

- Dr. Del Alberti, Superintendent, Lodi Unified School District
- David Beveridge, Superintendent, East Nicholas Joint Unified School District
- Ed Changus, Superintendent Williams Unified School District
- Galen Chastain, Interim Superintendent, Merced City School District
- Lawrence N. Garcia, Board Member, El Monte City School District
- Louis Gonzales, Trustee, Stockton Unified School District
- Cynthia Goodsell, Board Member, Union School District
- Eric Grantz, Superintendent, Trinidad Union School District
- Joanne Haukland, Superintendent, Benicia Unified School District
- Dr. Jay Hoffman, Superintendent, Nuvian Union School District
- Garth Isom, Superintendent, Brawley Union High School District
- Sheila Jordan, Superintendent, Alameda County Office of Education
- Gregory Kampf, Superintendent, Thermalito Union School District
- Kathleen LaPlante, Governing Board, Fairfield-Suisun Unified School District
- Robert C. Lee, Superintendent, William S. Hart Union High School District
- David Long, Riverside County Superintendent of Education
- Marilyn Lousnin-Miller, Superintendent, Hillsborough City School District
- Francis J. Lynch, Superintendent, West Sonoma County Union High School District
- James Malloy, Superintendent, Loleta Union School District
- Richard McAteer, Superintendent, Mono County School District
- Dr. Barbara Nemko, Superintendent, Napa County Office of Education
- Kenneth Noonan, Superintendent, Oceanside Unified School District
- Dean Reece, Superintendent, Santa Maria Joint Union High School District
- Kathy Sawyer Shishido, Governing Board, Fairfield-Suisun Unified School District
- Dr. Nena Schwab, Principal, Montebello School District
- Don Shalvey, Superintendent, San Carlos School District
- Rob Slaby, Superintendent, Salinas City Elementary School District
- Gary Stebbins, Principal, Moreland School District
- Lillian Tafoya, Board Member, Bakersfield City School District
- Betty Tice, Superintendent, Buellton Union School District
- Bernadette Vazquez, Program Manager, West Fresno School District
- Dr. Charles Weis, Ventura County Superintendent of Schools
- Renee Whitson, Superintendent, Exeter Union High School
- Alan Wilkinson, Superintendent, Hot Springs School District
- Dennis Williams, Superintendent, Plumas Unified school District

School Districts

- Alhambra School District
- Apple Valley Unified School District
- Bishop Joint Union High School District
- Bishop Union Elementary School District
- Brawley Union High School District
- Bret Harte Union High School District
- Burlingame School District
- Butte County Board of Education
- Camino-Union School District
- Cascade Union Elementary School District
- Cayucos Elementary School District
- Centinela Valley Union High School District
- Charter Oak Unified School District
- Claremont Unified School District
- Coast Unified School District
- Conejo Valley Unified School District
- Corcoran Unified School District
- Cotati-Rohnert Park Unified School District
- Cottonwood Union School District
- Cutler-Orosi Joint Unified School District
- Cypress School District
- Delano Union School District
- Denair Unified School District
- Dixon Unified School District
- Dry Creek Joint Elementary School District
- Dunsmuir Elementary School District
- Eastern Sierra Unified School District
- East Nicholas Joint Unified School District
- Eastside Union School District
- El Monte Union High School District
- El Dorado County Office of Education
- El Dorado Union High School District
- El Rancho Unified School District
- Elverta Joint Elementary School District
- Empire Union School District
- Encinitas Union School District
- Enterprise School District
- Eureka Union Elementary School District
- Fallbrook Union Elementary School District
- Firebaugh-Las Deltas Unified School District
- Forestville Union School District
- Fort Bragg Unified School District
- Fresno Unified School District
- Fruitvale School District
- Garfield School District
- Gateway Unified School District
- Glendora Unified School District
- Golden Feather Union School District
- Gorman School District
- Grant Union High School District
- Gratton School District
- Greenfield Union School District
- Guadalupe Union School District
- Hamilton Union Elementary School District
- Happy Valley Union School District
- Harmony Union School District
- Healdsburg Unified School District

- Hemet Unified School District
- Hermosa Beach City School District
- Howell Mountain School District
- Hueneme School District
- Humboldt County Board of Education
- Huntington Beach City School District
- Igo-Uno-Platina Union School District
- Imperial Unified School District
- Jamestown School District
- Jefferson School District
- Jefferson Union High School District
- Julian Union School District
- Kernville Union School District
- Kings Canyon Unified School District
- Konocti Unified School District
- Laguna Salada Union School District
- Lamont School District
- Lassen Union High School District
- Las Virgenes Unified School District
- Laton Joint Unified School District
- Le Grand Union High School District
- Lemon Grove School District
- Lemoore Union Elementary School District
- Liberty Elementary School District
- Liberty School District
- Linden Unified School District
- Live Oak Unified School District
- Lodi Unified School District
- Los Gatos Union School District
- Los Nietos School District
- Lodi Unified School District
- Lucerne Elementary School District
- Lucia Mar Unified School District
- McFarland Unified School District
- McKinleyville Unified School District
- Menifee Union School District
- Menlo Park City School District
- Merced Community College District
- Merced County Board of Education
- Milpitas Unified School District
- Moreland School District
- Mother Lode Union School District
- Mt. Diablo Unified School District
- Mt. San Antonio Community College District
- Napa Valley Unified School District
- North Cow Creek School District
- Novato Unified School District
- Oakdale Joint Unified School District
- Oak Grove Unified School District
- Ocean View School District
- Ojai Unified School District
- Old Adobe Union School District
- Orange Center Elementary School District
- Pajaro Valley Unified School District
- Panama-Buena Vista Union School District
- Peninsula Union School District
- Penryn Elementary School District

- Perris Elementary School District
- Pittsburg Unified School District
- Plumas Unified School District
- Poway Unified School District
- Prieta Joint Union Elementary School District
- Raymond-Knowles School District
- Red Bluff Unified Elementary School District
- Redlands Unified School District
- Reed Union School District
- Roseland School District
- Roseville Joint Union High School District
- Round Valley Joint Elementary School District
- Rowland Unified School District
- Salinas Union High School District
- Sanger Unified School District
- San Jacinto Unified School District
- San Juan Unified School District
- Salinas Union High School District
- San Mateo Union High School District
- San Ramon Unified School District
- Santa Barbara County Education Office
- Santa Clara Unified School District
- Santa Maria-Bonita School District
- Santa Monica-Malibu Unified School District
- Scotts Valley Unified School District
- Sebastopol Union School District
- Shandon Unified School District
- Shoreline Unified School District
- Sierra County Office of Education
- Silver Fork School District
- Siskiyou Union High School District
- Somis Union School District
- Sonora School District
- Soquel Union Elementary School District
- Standard School District
- St. Helena Unified School District
- Stockton Unified School District
- Sulphur Springs School District
- Sunnyvale School District
- Sweetwater Union High School District
- Tamalpais Union High School District
- Temple City Unified School District
- Three Rivers Union School District
- Tracy Unified School District
- Traver Joint Elementary School District
- Trinity County Board of Education
- Trona Joint Unified School District
- Tulare City School District
- Upland Unified School District
- Vacaville Unified School District
- Valley Home Joint School District
- Ventura County Superintendent of Schools Office
- Ventura Unified School District
- Vineland School District
- Walnut Valley Unified School District
- Wasco Union School District
- Weed Union Elementary School District

- Whisman School District
- Wiseburn School District
- Wright Elementary School District

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HUMAN RESOURCES DEPARTMENT

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INFORMATION REPORT
NO ACTION NECESSARY

DATE: 02/24/00

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Chancellor's Report -
Academic Employees
Acceptance of Resignation and/or
Resignation with the Intent to Retire
(000224 - RPT)

The following academic employees have submitted, and the Chancellor has accepted, their resignations pursuant to Governing Board Resolution No. 910228-S7.

Resignation from the District Service

<u>NAME</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>CAMPUS</u>	<u>EFFECTIVE COB DATE</u>
Cohen, Inez S.	Full-Time	Library	Phelan	12/22/99

Clara Starr, Originator

Page 1 of 1

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DR. PHILIP R. DAY, JR., CHANCELLOR



2. Methodology

3. Results and Discussion

4. Conclusion

5. References

6. Appendix

7. Acknowledgements

8. Contact Information

9. Declaration of Interest

FOR INFORMATION ONLY

Honorable Board of Trustees of the
San Francisco Community City College District

Subject: Report on contracts under \$50,000, Office of Contract Education,
City College of San Francisco, February 2000

This report is for information only on contracts that the Office of Contract Education negotiated or amended under \$50,000 for the month of February 2000.

- San Francisco League of Urban Gardeners – Contract total \$3,450, term January 27, 2000 to May 26, 2000, for providing a 30-hour training program consisting of Career Development, College Preparation/Academic Development, Critical Thinking, and Community History for its youth interns.

CHANCELLOR'S REPORT

DOCUMENTS DEPT.

FEB 18 2000

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♦ **Chancellor's Monthly Report – February, 2000**

Attachments include:

- Letters to State Chancellor Tom Nussbaum dated February 3, 2000 and February 10, 2000
- "Campaign 2000 and America's Community Colleges" – The Federal Agenda for America's Community Colleges
- Federal Update: Analysis of President Clinton's Budget and Other Issues

CHANCELLOR'S

REPORT

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OFFICE OF THE CHANCELLOR

50 PHELAN AVENUE • BOX E200 • SAN FRANCISCO, CA 94112 • 415. 239.3303 • FAX 415. 239.3918

MEMORANDUM

DATE: February 24, 2000

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr. 
Chancellor

SUBJECT: Chancellor's Report – February, 2000

The major activities for the month have concentrated on two issues. First, getting ready for our visit by the Team from WASC, who will spend three days in our district evaluating our Institutional Self-Study Report and Analysis. I'm very confident about our status and preparedness for the visit. Sandra Handler and her team have done an excellent job over the last two years in getting our institution ready for this culminating event. I attended the "last" organizational meeting of the Steering Committee and reviewed the entire schedule with them. The excitement and anticipation (on everyone's part) is growing and very positive.

Second, I've been working extensively at the state level on both our operational budget and capital outlay budget. Previously, I forwarded to you a copy of a memo (2/3/00) to Chancellor Nussbaum outlining my concerns and priorities for the FY2000-2001 budget. This point of view was offered within the context of a rather contentious (and ultimately ill-advised) debate about specific priorities and the lack of agreement around these issues, resulting in a divisive/fractionalized community which undermined our ability to present a "united front" to the legislature. Frankly, the Chancellor has not been able to get all of these issues and points of view resolved. The problem resulted in a special Task Force on Human Resource (Budget) Infrastructure being appointed to resolve these areas of dispute. I was appointed to this Task Force. My letter of February 3 was intended to stake out a position that could serve as a focus of discussion. That letter has been circulated statewide by the California Community College League and has served as a focus of discussion.

During the February 5 – 7 State Legislative Conference sponsored by the League in Sacramento, I met with the League Committee on Finance and Legislation (of which I am a member) and reviewed my proposal. Trustee Burton, Board President Dr. Anita Grier, and I (accompanied by Dale Shimasaki, Leslie Smith, Alice Shvarts, and Joan McClain), met with the Higher Education Consultant for Speaker-Elect Bob Hertzberg, Mr. Henry Contreras, and reviewed the statewide and City College priorities for the budget. We also had an excellent meeting with Senate

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President John Burton and Assemblywoman Carole Migden. Senator Burton was particularly helpful and pledged his support and involvement in addressing our capital outlay requirements. In fact, five minutes after we left his office, the Chancellor's Office received a call from Senator Burton's office which could only be described as a 7.2 seismic bombardment of concern about the need to seriously address the College's needs, i.e., "If you're not interested in City College, we're not interested in you or your budget." That "shook" things up considerably and we will be continually pressing forward on this agenda with the strong support of our legislators.

Following those rounds of visits, I was (once again) in Sacramento participating in the first meeting of the new Human Resources Task Force. As a follow-up to that meeting, I have forwarded to Chancellor Nussbaum a revised plan and summary/status of where I believe, our budget plan must be, and the priorities that need to be addressed. A copy of that letter, dated February 10, is attached for your review. I believe and predict that this scenario is pretty close to what will be finally presented to the Board of Governor's for approval. The greater challenge comes next - selling this package to the legislature. The good news is they have lots of money, are genuinely convinced that the Governor completely overlooked the community colleges, and are talking about a level of support that could accommodate most, if not all, of these priorities. If that turns out to be the case, City College could have a very good year. However, "it's never over until it's over", and a lot of work needs to be done.

Finally, I want to forward to you a copy of an analysis of President Clinton's Budget, as it relates to community colleges. It's a good budget but it could be better. Also attached is a copy of a document entitled, "Campaign 2000: The Federal Legislative Agenda for America's Community Colleges." This was developed by the Joint Commission (AACC and ACCT) on Federal Relations, of which I am a member. Both of these documents should be reviewed and will provide an excellent "pre-conference" orientation for those Board members who are attending the National Legislative Conference in Washington at the end of the month.

Additionally, I have been involved in a range of activities that are reflected below:

- 1) Attended, and was Master of Ceremonies, at swearing-in ceremonies for incoming Board President, Dr. Anita Grier, and Vice President, Robert Varni, at the Koret Auditorium of the San Francisco Public Library.
- 2) Met with representatives of the Associated Students on "points of agreement" with regard to the Bookstore Lawsuit.
- 3) Chaired the meeting of the College Advisory Council to discuss CCSF issues and plans.
- 4) Attended meeting of the Steering Committee to finalize plans for the WASC Accreditation visit.
- 5) Attended Community College League Annual Legislative Conference, Sacramento, along with Trustees Grier and Burton, and Leslie Smith, Special Assistant on Governmental Affairs. Also took the opportunity to meet with legislative officials. While there, hosted

dinner for CCSF representatives and members of our legislative team to thank them for all the work they have done and continue to do on behalf of City College.

- 6) Attended first meeting of the Consultation Council's Task Force on Human Resources Infrastructure at the Chancellor's Office, Sacramento.
- 7) Met with Sue Conrad, AFT 2121 Executive Director, regarding Tenure Review.
- 8) Met with Academic Senate Executive Committee.
- 9) Met with Bill Liskamm, CCSF consulting architect, to discuss follow-up plans for the Balboa, Ingleside, and Ocean Avenue projects.
- 10) Met with Bob Gabriner, Elaine Johnson, and two filmmakers regarding *Genesis*, a biotechnology project.
- 11) Met with members of the Administrators' Council to discuss future plans and development.
- 12) Met with leadership of AFT 2121 to discuss labor/management issues.
- 13) Met with President and Vice President of the Associated Students and Vice Chancellor Don Griffin in preparation for the Accreditation Visit.
- 14) Met with Frances Lee and Jim Cagnacci regarding Early Tenure Review Process.
- 15) Attended Special Board Meeting on Institutional Self-Study Report and upcoming WASC team visit.
- 16) Attended meeting of Major Cost Center Managers to brief them on plans and procedures for developing the FY2001 budget request.
- 17) Hosted and conducted meeting of the College Council (all department chairs, administrators, and shared governance leaders) and reviewed status of current City College projects and plans.
- 18) Met with Dean Bernice Brown and officers of the Council for Black American Affairs to discuss the Council and their future plans.
- 19) Welcomed members of the WASC Accreditation Team at a breakfast meeting at Pierre Coste Restaurant, Phelan Campus.
- 20) Met with leadership of Local 790 to discuss campus issues and plans.
- 21) Attended Black History Month luncheon and lecture at the Educated Palate, Downtown Campus.

- 22) Met with Dianne Green, Dean Phyllis McGuire, and Dean Steven Glick regarding Garment 2000 project.
- 23) Met with US Congressman Dymally (ret.), who is in support of our transfer program with the Historically Black Colleges and Universities. The congressman also rode with me to Southeast Campus to participate in the afternoon program of the College's Black History Celebration.
- 24) Attended the AACCC/ACCT National Community College Legislative Seminar at the Marriott Wardman Park Hotel, Washington, DC. Moderated special session entitled, "Contradictions in Federal Accountability Reporting."

If you have any questions on the above items and activity, please call me directly at your earliest convenience. Thanks for your continuing support.

Attachments

PRDJ:jcd



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February 3, 2000

Tom Nussbaum
Chancellor
California Community Colleges
1102 Q Street
Sacramento, CA 94815

Dear Tom:

As a follow-up to last month's Consultation meeting and the specific discussion that took place on the need to reconcile our differences and develop a united front on our FY 2000-2001 Budget, I am offering a suggested approach that I thought might offer an opportunity for everyone's needs to be appropriately addressed and, at the same time, reflect our system's priorities. What follows represents one guy's opinion, but I think that this strategy is achievable and, more importantly, we'd be remiss if we didn't put on a "full-court press" to get it (or some other option close to this approach) done this year.

One of the primary factors influencing my thinking on this matter has to do with available revenues and the apparent and emerging interest on behalf of key legislators (including the new Speaker Hertzberg) to better address the needs of the community colleges. From what I gather, they are practically inviting us to come to the table with a request that reflects our agreed-upon priorities. With the revenue surplus at a historic and unprecedented level, it appears to me that we have a "golden" opportunity to address the real needs of our system and start rebuilding our programmatic and support service infrastructure to help better accommodate the demand for increased student access and performance.

With this in mind, I am proposing a simple straightforward approach that I feel has the potential to give everybody a win. First, let's not "quibble" about how much we go after. The state's got it; we need it; everybody else will be asking for it; and if we don't ... we get left out. I suggest we go in for a request in the range of \$212 million. It would be broken down as follows:

1% additional for Growth	\$ 39 million
Additional dollars for PFE	\$ 50
Human Resource needs	\$ 85
Equalization (Credit/Noncredit)	\$ 28
Economic Development	<u>\$ 10</u>
Total	\$212 million

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In light of the Governor's Budget and the level of support other segments received, coupled with the projected surplus, I don't think that this **REQUEST** is unrealistic. UC and CSU got a 5% COLA as compared to a 2.84% COLA for us. Both UC and CSU got more for growth and a 6% increase to their base with very few yet-to-be-defined strings. Overall, UC got a 14.8% increase and CSU 8.7%, while we are at 6%. The system needs the additional resources (\$212 million) and the state has the capacity to fund it. Clearly we will need to be fairly aggressive and unified if we are going to be successful.

Let me make my case point by point.

The cornerstone of my approach is the issue of **Human Resources**. A substantial Human Resource package must be part of the system's priorities for funding in fiscal year 2000-2001. Soon we are going to be in a highly competitive war to recruit and hire qualified faculty who excel both in their field of expertise and in their profession. Witness recent professional recruitment and advertising efforts in the **Chronicle of Higher Education**. Nearly half of our current full-time faculty will be retiring before this decade is over. This is just the beginning of a significant and critically important trend. In the face of Tidal Wave II and at the time in which they will be most needed, the core elements of our instructional staff will be "on the beach" and we will be left floundering and adrift without a "crew" to help. The time to act is now, before we are hit with a real human resource crisis.

The question is what pool of teachers, counselors and librarians can we draw from to meet the educational needs of the system? Nationwide colleges are experiencing the same phenomena of large scale retirements, so recruitment from outside the system will only provide a small percentage of the new hires. If we are going to honor our commitment to have 75% of our faculty full-time, we are going to have to grow our own and to a great extent, that means we are going to have to hire a good number of our full-time faculty from our part-time ranks. And to do that successfully, we are going to have to direct additional resources to build, develop and retain high caliber, committed faculty --both full and part-time. City College is an excellent example of an institution that has made this approach work. This year City College made 44 new hires of which 82% came from our part-time ranks and 42% were diverse hires. This is comparable to the hiring pattern we experienced in 1997 and 1998. Where the pools were not sufficiently diverse, I held back hires. So we can be successful in this.

Once we accept the fact that one of the primary sources of our future full-time faculty hires is going to be our part-time faculty, we need to make sure that we can attract the best candidates at both the full and part-time level of employment. In order to do that we are going to need a comprehensive, yet flexible human resource package. If we are going to be able to recruit the best, we cannot just focus on office hours. In order for us to be successful in this arena, we have to look at a comprehensive, long-term solution. We must look at proportionally equal pay for part-timers, overall improvement in the salary scale, hiring more full-time faculty, increasing benefits for part-timers, improving diversity, and access to and support of part-time office hours.

Different districts have put emphasis on different aspects of improving their human resources, so we are all starting from different places. We need to find a solution that will

address all of these variations. I believe that my proposal for \$85 million, the first year of a three-year augmentation, goes a very long way in helping us meet our human resource needs and improves our institutions in the process. I would suggest that \$50 million of these dollars can be targeted for PT/FT equity issues (AB420) and the balance can and should be provided to the districts for use in addressing their human resource priorities, including **full-time** hiring.

In sum, we must have a flexible and comprehensive solution to all our Human Resource issues. A \$85 million funding proposal for fiscal year 2000-2001 makes a good start.

If we are going to be successful as a system, we are really going to have to pull together on this issue. People seem to be focusing on this tree versus that tree. We really have to change our outlook and focus on the entire forest if we are going to build the capacity, quality and access our colleges need. All boats rise together in my plan.

Secondly, we've got to have additional **Growth** dollars. Currently, our statewide projection forecasts an actual enrollment growth of 4.2%, so an additional 1% for growth (or \$39 million) is already justified. Providing access to low cost postsecondary education to all adult Californians who can benefit is our mission and our obligation. I think everyone in the Community Colleges and the state agree on this issue. If recent history repeats itself, this item should be funded.

Third, **Partnership** resources now total \$170 million if we include the Governor's January proposal. If we are able to achieve an additional \$50 million, that will mean over a 50% increase in one year. This is a significant increase in and commitment of resources to this initiative.

I don't think we can afford to direct all of our unified advocacy efforts towards achieving \$155 million for 2000-2001. There are other real priorities identified by the system that need to be funded and for which we need to provide a united advocacy front. It is evident to me that there is never going to be system unity for putting an additional \$155 million into Partnership this year. Furthermore, there are some substantive issues surrounding the Partnership program itself. For one, transfers to UC and CSU are down. Secondly, we don't want to put all our eggs into one basket and then fail, particularly when the failure may be out of our direct control.

An additional \$50 million shows a significant commitment by the state to this program and allows us at the same time to devote some energy and resources to other areas of need in the Community Colleges. I suggest we all get behind an additional \$50 million for **PFE and move forward**. I also would suggest that given the stated concerns regarding the need for an expanded teaching workforce, at both the full and part-time level, we need to show some support for requiring districts who are not at the 75:25 level to allocate a **reasonable** amount of their PFE monies to this critically important activity.

Fourth, **Equalization** for credit and non-credit is something the system has spent quite a bit of time on this year. AB 734 mandated we report on our needs in these areas and the Funding Formula Task Force has reached consensus on what the short-term solutions should be. We have system unity for the first time on this issue. There is a definite

interest in and support for this issue in the legislature. I say we run with the \$28.5 million, combined credit/non-credit proposal. It begins to correct several long-term inequities in funding and almost every district receives some help. **It needs to be a top system priority.**

Finally, **Economic Development** needs to be funded. The economic engine is running full speed in this state and we are the educational segment that ensures our workforce is fully trained and continually retrained. We can expect the state to kick in \$10 million to fund this effort.

In addition to requests for \$212 million of on-going funds, we need to have a plan for any **One-Time Monies** that may become available. They can't be directed towards building new prisons when so many of our colleges need new, remodeled and expanded facilities, and while many of our facilities are unsafe for our students. Additionally, the challenges we face in providing state-of-the-art instructional equipment to provide for quality training are monumental. The loss of the one-time block grants, for example, will cause a significant dent in our ability to close this gap. It is time to strategize on what can and should be funded. We need to make our case before issues of tax relief and other one-time projects get a head of steam.

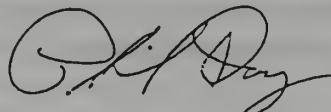
You have my complete support in putting together a united community college front. And I am willing to expend whatever resources I have available to achieve funding for the entire package of the system's priorities.

I am very optimistic about our being able to achieve the goals of this proposal if we can get past the "trees". Newly elected Speaker Hertzberg has stated his commitment to the Community Colleges and, on the other side of the house, we have a real friend in the President pro Tempore of the Senate, John Burton. What we need now is a system united in its goals and its priorities. My suggested approach is a package that I believe can work for everyone. Correspondingly, everyone needs to be ready to "give a little" in order to effect the level of consensus required for us to move forward.

On a slightly different note, but consistent with the concept of system unity, I have written my letter to Speaker Villaraigosa on bringing the Community Colleges to the national average as part of ACA 26. I will be bringing this issue to the attention of my delegation when we meet at the League's Legislative Conference.

Let me know what you think. My proposal may need some tweaking here and there, but overall I think it really addresses the system's most pressing needs in a fair, just, and effective manner.

Sincerely,

A handwritten signature in dark ink, appearing to read "P. R. Day, Jr.", written in a cursive style.

Dr. Philip R. Day, Jr.
Chancellor

cc: David Viar, Executive Director, Community College League of California
Patrick Lenz, Executive Vice-Chancellor
Peter Goldstein, Vice-Chancellor, Administration and Finance
Dale Shimasaki, Strategic Education Resources
Leslie P. Smith, Director, Special Assistant to the Chancellor for Governmental
Relations



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February 10, 2000

Tom J. Nussbaum
Chancellor
California Community Colleges
1107 9th Street
Sacramento, CA 95814-3607

Dear Tom:

This is a follow-up to my letter of February 3rd and my specific recommendations on budget plan/request for FY 2000-2001. I want to commend you for the amazing degree of flexibility and adaptability you demonstrated yesterday at our meeting of the Human Resource (Budget) Task Force. I think your opening remarks, which emphasized your "new position" set the stage of what I felt was a productive meeting.

I realize that in order to get the necessary buy-in, we need to talk about philosophy and process. But (!), let me re-emphasize that we don't have a lot of time, we need to close this out; get united; and go to work and sell this package. Time is of the essence; deals are being cut already; and, if we don't get our job done as expeditiously as possible, we won't have the same options open to us.

Accordingly, I see no reason why we can't wrap this up on February 22nd. I feel we ought to come forward with a budget package that looks like this:

ON-GOING

A. Growth	\$ 39M
B. Equalization (Credit/Non Credit)	\$ 28M
C. Partnership for Excellence	\$ 130M
D. Student Outreach and ACCESS	\$ 12M
E. Economic Development	\$ 10M
F. Human Resources Adjustment	\$ 80M
- \$50 Million for PT Equity	
- \$30 Million for General H.R. Needs (Additional full-time hires; adjustment of wage scale; hiring/recruitment funds to accomplish diversity objectives, etc.)	
TOTAL ON-GOING	\$ 299M

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Letter to Chancellor Nussbaum
February 10, 2000
Page 2

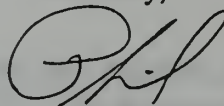
ONE-TIME

A. Institutional Equipment Block Grant	\$ 35M
B. Deferred Maintenance	\$ 35M
C. Tech II Plans	\$ 40M
TOTAL ONE-TIME	\$ 100M

You will note that I left off the BCPs on Faculty and Staff Diversity and TTI. In the case of the Diversity issue, I believe this can best be considered as a part of an overall HR package and that it is a local/district responsibility. As far as the Telecom/Technology Infrastructure, I believe it can be addressed within the (One-Time) Tech II plan funds.

I know this represents a fairly direct and straightforward approach. I don't believe the issue is as complex as some would like it to be. The opportunity for a good infusion of funds is there. Let's seize it and move on. Thanks for your consideration.

Sincerely,



Dr. Philip R. Day, Jr.
Chancellor

cc: David Viar, Executive Director – Community College League
Patrick Lenz, Executive Vice Chancellor
John Hurd, Supt./Pres. – Cabrillo College
HR Infrastructure Task Force Members

PRDJ:jcd

106th Congress Returns; President and Congressional Leaders Lay Out Election-year Agendas

Congress returned to Washington last week and on January 27 President Clinton delivered his annual State of the Union address, proposing an ambitious agenda for his last year in office. Among the proposals, which will be further defined when the President's federal fiscal year (FY) 2001 Budget is announced on February 6, are higher education initiatives including the following:

- Expanded tuition tax benefits – To further address college tuition costs for middle-income families, the College Opportunity Tax Cut would expand upon the Lifetime Learning Tax Credit enacted in 1997, raising the portion of up to \$10,000 in tuition expenses that can be claimed as a tax credit from 20 percent to 28 percent, increasing the maximum amount a family can claim from \$2,000 to \$2,800 per year. Taxpayers would be given the option of claiming the credit or a tax deduction. The proposal would also raise the income limits on eligibility from \$50,000 to \$60,000 for single filers and from \$100,000 to \$120,000 for married filers. According to the *Chronicle of Higher Education* (February 4) David Warren, president of the National Association of Independent Colleges and Universities, estimates that 100,000 additional private college students and their families will become eligible for the tax benefit, calling the beneficiaries "struggling middle-class families." By contrast, David Baime, Director of Government Relations for the American Association of Community Colleges told the *Chronicle* that the tax proposal "does absolutely nothing for just the bulk of our students." To be phased in until fully implemented for the 2003 tax year, the tax cut is expected to cost \$30 billion over 10 years.
- Increased need-based student aid – For low-income students, the Pell Grant maximum would be increased by \$200 to \$3500 for the 2001-02 academic year. **It should be noted that unlike all other students in the country who qualify for the maximum Pell Grant, students in the California Community Colleges would receive an increase of only \$64 for a maximum grant of \$3364 unless the tuition-sensitivity threshold is raised.** The President would also increase funding for Supplemental Educational Opportunity Grants (SEOG) by \$60 million and Federal Work Study by \$77 million.
- Increased funding for early outreach and student support services programs – GEAR UP, which was increased by 80 percent in the FY 2000 budget would receive an additional \$125 million, representing a 62.5 percent increase for FY 2001 to total funding of \$325 million. The TRIO programs, focused on high school outreach and support services to enroll and retain disadvantaged students in college, would receive an increase of \$80 million. Of that amount, \$35 million would establish a new TRIO component called College Completion Challenge Grants that would enable colleges to provide pre-freshman summer programs, additional support services, and increased financial aid grants for students in order to improve retention rates.

- Repeal of the five-year limit on the tax deduction for student loan interest payments.
- Extension of the Section 127 exclusion from taxable income of employer-provided education assistance, including graduate education.
- An increase of almost \$120 million for the AmeriCorps national service program.
- Increased funding for Job Corps (+\$35 million), Youth Opportunity Grants (+\$125 million), Youth Training Formula Grants (+25 million), and Youthbuild (+\$32.5 million) serving high school drop-outs and other unemployed, disadvantaged youth under Title I of the Workforce Investment Act (WIA).

The President also announced that his budget proposal will contain significant increases for preschool, elementary, and secondary education including Head Start; after-school and summer school programs; doubling funding focused on low-performing schools and rewards for states that improve academic achievement; a new teacher quality initiative to help states and districts recruit, train, and reward teachers in high-poverty schools; and another increase for class size reduction to reach nearly half the goal of adding 100,000 teachers to the nation's classrooms.

The Alliance for Student Aid and many higher education and student organizations have announced they will press for a \$400 increase in the Pell Grant maximum and for larger increases in the programs most beneficial to the lowest-income students. The California Community Colleges will join that effort and seek, in addition, relief from the Pell tuition-sensitivity threshold so that our students can also benefit from the higher awards.

In a statement responding to the State of the Union address, Rep. Bill Goodling (R-PA), chair of the Education and the Workforce Committee said, "I'm pleased the administration has finally decided to embrace some of our Republican priorities, including Pell Grants and the TRIO program, which make post-secondary education a reality for disadvantaged students. The president is proposing a \$200 increase in each Pell grant, while last May, Republicans proposed a \$400 increase. So he's partway there. I agree with his proposal to increase Work-Study to \$1 billion; this is a program that helps students who would otherwise be unable to obtain a college degree."

The President's proposals are merely the overture to a lengthy budget and appropriations season, with its conduct this year likely to be even more tortuous than usual, being shaped by a partisan battle for control of both the White House and the House of Representatives. With estimates of the non-social security budget surplus reaching almost \$2 trillion for the decade according to the latest projections by the Congressional Budget Office, the debate over tax cuts, debt reduction, and program spending will continue. The spending caps on domestic programs that were adopted as part of the *Balanced Budget Act of 1997* are likely to be breached by tacit agreement between the Administration and Congressional leaders, but by how much and to what purpose is yet to be decided.

FY 2000 Education Budget Cuts Announced with Little Impact on Higher Education Programs

In compliance with a Congressional mandate included in the FY 2000 appropriations bill that all federal agencies trim their budgets by 0.38 percent, the U.S. Department of Education (USDE) on January 11 announced its program reduction decisions. Approximately \$109 million had to be sliced from the federal education budget but the cuts were made without affecting core programs.

Singled out for reduction were Congressionally earmarked projects that in many cases benefited only one institution or organization within a Member's district. Additional savings came from surplus Pell Grant funds that could be tapped without affecting student grant levels. The single largest cut was made to a grant program funded under Title VI of the *Elementary and Secondary Education Act*.

An attached table shows final FY 2000 funding levels for programs of interest to the California Community Colleges. Among them, only the Learning Anytime Anywhere Partnerships program was slightly affected; a \$13.9 million increase for the program was scaled back to \$13.3 million. The Department's complete FY 2000 budget can be viewed at www.ed.gov/offices/OUS/budnews.html

Higher Education Act Technical Amendments Preparations Begin

Congressional staff have begun soliciting input from the higher education associations on issues they would like to see addressed in a technical amendments bill to correct provisions of the *Higher Education Act* amendments adopted in 1998. The California Community Colleges will ask for corrections in two areas:

Return of Title IV Funds: As part of the 1998 amendments, Congress adopted a radically different approach to determining how Title IV funds are to be treated when a student who received federal financial aid withdraws from college during a term for which the aid was provided. Unlike past policy that was intended to protect students from institutions that retained an unreasonable portion of tuition and fee charges that were typically paid with federal grants and loans, the new policy focuses on whether students have "earned" the financial aid funds awarded to them by staying enrolled for at least 60 percent of the term. Under the new policy, scheduled to go into effect in October 2000, a refund of the financial aid received is owed equal to the percentage of days remaining in the term as of the day a student withdraws. This is considered to be the "unearned" amount. Institutions will have to pay a portion of what the student has not earned by applying the same percentage to the amount of institutional charges assessed for the term, and the student will have to pay the remainder. There are two serious problems with this formula that we will try to address.

First, the return formula is inequitable, causing two students with identical financial circumstances who begin enrollment on the same day and withdraw on the same day to have "earned" different amounts of Title IV aid only because they were awarded different amounts. Because our colleges discourage borrowing, a majority of students receive only a Pell Grant and these students are penalized most severely; a student who

received a loan can meet virtually all of the refund obligation by repaying the loan according to its original terms and keep all or most of the grant funds, but a student who only received a Pell Grant must repay a significantly greater portion of the grant. The USDE has adopted regulations that will allow these students to make installment payments on the amount of Pell that has to be repaid, but these students are laboring under a heavy load of unmet need in the first place, and an additional repayment obligation from a prior term will lessen their potential for success to achieve their educational goals if they resume enrollment in a subsequent term.

Second, the current statute will require institutions to "return" federal funds that were never received because the Board of Governors Enrollment Fee Waiver fully covers institutional charges for students with financial need so that all of the federal funds can be given directly to the student to pay for books and supplies, transportation, child care, room and board, and miscellaneous expenses. The Chancellor's Office Student Financial Assistance Programs unit has requested funding in the 2000-01 State budget to compensate institutions for general funds that have to be paid to the federal programs for this purpose and the Governor's Budget includes funds to backfill the cost of refunds for students who withdraw before First Census for whom the districts receive no funding. This would, however, be only a partial solution and would not alter the inappropriate federal burden on state funds. Furthermore, this approach to Title IV funds and institutional charges is inconsistent with recent policy changes by the USDE in other areas and we will ask Congress to revise this statute accordingly.

Pell Tuition-sensitivity: The *Higher Education Amendments of 1998* provided that all students can be eligible, based on financial need, for a maximum Pell Grant of \$2700, but any appropriated maximum award beyond that amount is "tuition-sensitive," meaning the lowest-income student can receive only one-half of the amount above \$2700 plus tuition and fees charged. For the 1999-2000 academic year, the maximum Pell Grant covers less than one-third of educational costs for a typical community college student in our system and only 57 percent of costs for a younger student living at home with parents. Capping the Pell Grant because of low tuition leaves the most disadvantaged students without sufficient funds for books, supplies, transportation to classes, and room and board expenses. Since most of our Pell Grant recipients receive only a Pell Grant and a BOG Enrollment Fee Waiver, unmet financial need has a significant impact on their ability to remain enrolled and successfully complete their educational programs. Although students attending higher-tuition institutions incur higher total costs, they also have access to additional sources of federal, state, and institutional aid to help cover those costs. The Pell Grant program, intended to be the foundation of financial aid for lower-income students, should be fully available to eligible students based on family resources and the total cost of attendance. Students in the California Community Colleges are the only students in the nation denied a full Pell Grant under the current threshold and we will ask that this problem be addressed.

Proposed Immigration Regulations Would Require Colleges to Collect INS Fees from Foreign Students

On December 21, 1999, the Immigration and Naturalization Service (INS) published proposed regulations in the *Federal Register* to implement a provision of the *Illegal Immigration Reform and Immigrant Responsibility Act of 1996* that requires a tracking

system be established for foreign students and exchange visitors admitted to the United States on a temporary F-1 or M-1 visa. The INS system under development, called the Coordinated Interagency Partnership Regulating International Students (CIPRIS) would rely on colleges and universities to supply electronic records to the INS on each foreign student enrolled and to notify the INS when a change in enrollment status occurs. The system is intended to help INS monitor the eligibility of those students to remain in the United States.

By law, the INS is required to charge each foreign student a fee of up to \$100 to support operation of the system. The INS proposes in its draft regulations to place the responsibility for fee collection on colleges where these students enroll. To be in compliance, a college would have to:

- establish a means to collect, remit and account for all the fees collected;
- inform each nonimmigrant student that it is the student's obligation to pay the fee
- collect the fee
- remit the fee and new accompanying form in accordance with federal regulations, and;
- verify fee payment as a prerequisite for any and all administrative or benefit applications through the designated school official.

In addition, institutions would have to use new software to report on course registration, tuition payments, grades, and disciplinary actions related to criminal convictions. Institutions that fail to comply with these regulations would lose their status as an approved institution of higher education under the laws governing non-immigrant foreign student visas.

There is widespread concern in the higher education community about the burden the CIPRIS fee collection requirement would place on postsecondary institutions, and the precedent that would be established by making educational institutions fee collectors for a federal agency without recognition of or compensation for the new workload that would be incurred. On January 11, the American Council on Education (ACE) sent an advisory to all college and university presidents and chancellors providing background information and asking them to respond to the INS proposal.

The INS *Notice of Proposed Rulemaking* specifically asks for comments on whether it is appropriate to require schools to collect and remit the fee. Responses are due by February 22, 2000, sent in triplicate to:

Director
Policy Directives and Instructions Branch
Immigration and Naturalization Service
425 I Street, NW
Washington, DC 20536

A copy of the ACE letter and an issue brief are available at
http://www.acenet.edu/washington/letters/2000/01january/cipris_ltr.html. Colleges

are urged to copy their responses to their Congressional representatives. Please also send copies of your comments to Linda Michalowski at the Chancellor's Office.

FEMA to Issue *Advance Notice of Proposed Rulemaking* on Disaster Insurance

Proposed rules from the Federal Emergency Management Authority (FEMA) have been released by the Office of Management and Budget (OMB) and thus cleared for publication. The controversial regulations would require public entities to purchase disaster insurance as a condition for receipt of FEMA assistance for damage resulting from natural disasters such as hurricanes, floods, or earthquakes. Colleges and other public entities have expressed concerns about the availability of such coverage as well as the cost.

In recognition of widespread concern about this change in policy, FEMA will issue the rules as an *Advance Notice of Proposed Rulemaking* (ANPRM) to allow for broad dialogue with interested parties before the formal rulemaking process is launched. The Governor's Washington, DC, office has been working with a coalition of California representatives, including the community colleges Federal Liaison Office, to advise our Congressional Delegation on the issue and ensure that the state's interests are heard. Colleges are encouraged to respond to the ANPRM when it is released.

For background information please see Legislative Update, Number 30 available on the Chancellor's Office web site at: <http://www.cccco.edu/cccco/gr/ISSUE-30.pdf>.

Another Round of *HEA* Negotiated Rulemaking to Begin

The U.S. Department of Education (USDE) and representatives of the higher education community met in on January 11 to plan another round of negotiated rulemaking to revise sections of regulations implementing provisions of Title IV of the *Higher Education Act*. The participants adopted a set of protocols for the negotiations and began to address the issues that will be on the table. Negotiating sessions are set to begin next week and both committees will meet for five sessions, concluding in May. Proposed regulations will then be issued and public comment will be sought.

Following the requirement that Title IV regulations coming out of the *Higher Education Amendments of 1998* are subject to a negotiated rulemaking process, the Secretary established four negotiated rulemaking committees last year that resulted in 11 packages of final regulations published in October 1999. Two new committees are being convened to address issues that were not resolved during the negotiations last year. Issues of interest to the California Community Colleges include revisions to regulations governing student loan default penalties, certification provisions for off-campus college sites, and the treatment of non-traditional programs.

The American Association of Community Colleges informed USDE that it will participate in the negotiations in coalition with the American Association of State Colleges and Universities (AASCU).

Postsecondary Chief Reclaims Authority Over Student Aid Policy

Newly confirmed Assistant Secretary for Postsecondary Education A. Lee Fritschler has restored his office as the Department of Education's chief policy maker for student aid. Following the start of a PBO (Performance Based Organization) that was intended by Congress to allow greater flexibility and efficiency in the operation of the USDE's student aid programs, virtually the entire Office of Student Financial Assistance moved under the PBO. Mr. Fritschler worked to reorganize and move student-aid policymaking back under his jurisdiction.

The Office of Postsecondary Education will manage the next round of negotiated rulemaking. In addition, Mr. Fritschler's office has assumed responsibility for the Department's recommendations to Congress about technical changes it would like to see addressed in the *Higher Education Act*. The higher education community has welcomed this change.

New Deputy Secretary for Education

Frank S. Holleman has assumed USDE's Number 2 position, replacing Marshall S. (Mike) Smith. A lawyer and former chief of staff to Secretary Richard W. Riley, Holleman was named deputy secretary under a recess appointment by President Clinton last month. The appointment can run the length of the congressional session without Senate confirmation. Mr. Holleman's appointment is set to last until late October, when the 106th Congress is expected to adjourn.

The Deputy Secretary is the agency's chief operating officer playing a key role in the day-to-day management of the department and serves as the Secretary's top adviser on federal education policy and budget issues.

Mike Smith is returning to his academic career at Stanford University after nearly three years as the acting deputy.

Political Briefs

More California Congressional Election News: Assemblywoman Susan Davis and former assistant secretary of the Navy Wade Sanders will vie in a Democratic primary for the right to run against Republican Congressman Brian Bilbray in San Diego's 49th district. Although GOP strategists say the incumbent is leading polls by wide margins, Rep. Bilbray is clearly taking the race seriously. In the Los Angeles 36th district, first term member Steven Kuykendall (R-W. Los Angeles) faces a challenge from former Democratic Congresswoman Jane Harman who is running to regain the seat she gave up when she ran unsuccessfully for the Democratic gubernatorial nomination.

Control of House in 107th Congress Up for Grabs: California Members in Key Positions in Both Parties: California members will be in key committee and leadership spots regardless as to which party controls the House of Representatives when the next Congress begins in January 2001.

If Republicans retain control of the House many California members will continue to hold key slots. Among California's current 24 Republican members three are committee chairs and two members chair appropriation subcommittees. Committee chairs include Bill Thomas (Bakersfield) of the House Administration Committee, David Dreier (San Dimas) of the Rules Committee and Chris Cox (Newport Beach) of the Republican Policy Committee. Jerry Lewis (Redlands) chairs the important Defense subcommittee of the Appropriations Committee. In addition, Rep. Howard "Buck" McKeon (Santa Clarita) chairs the Education and Workforce Committee Postsecondary Education, Training and Lifelong Learning subcommittee.

If Democrats pick up the six seats necessary to regain control of the House of Representatives California Democratic members will be able to assume some major positions. Congresswoman Nancy Pelosi (San Francisco) is one of three candidates eyeing the position of party whip. This position is the third highest position in the majority leadership. If Rep. Pelosi does not become whip she will be a senior member of the House Appropriations Committee.

Congressman George Miller (Antioch) could assume the chair of one of two committees: Education and the Workforce or Resources. Rep. Miller will replace Congressman Bill Clay (D-MO) as the highest ranking Democrat on the Education Committee.

Congressman Henry Waxman (Los Angeles) could move to chair of the Government Reform Committee and also would assume control of a major subcommittee on the Commerce Committee.

Health care legislation will continue under the jurisdiction of a Californian in that either Bill Thomas (R-Bakersfield) or Pete Stark (D-Hayward) will chair the Ways and Means Health subcommittee.

Democrats have also announced that they will not continue the three-term limit policy for committee chairs. This rule, instituted when the Republicans took control of the House in 1995, has lead to some early retirements among Republican chairs. These members include John Porter (R-IL) chair of the Labor, Health and Human Services and Education Appropriations subcommittee.

FY 2000 FINAL APPROPRIATIONS FOR HIGHER EDUCATION AND RELATED PROGRAMS

Dollars (except for Pell Grant Maximum) in Millions

Program	FY 1999 Funding	FY 2000 Administration Request	House Committee Bill	Senate Bill	FY 2000 Appropriation*	FY 2000 Compared to FY 1999*
Pell Grant Maximum Award	\$ 3,125	\$ 3,250	\$ 3,275	\$ 3,325	\$ 3,300	+ \$ 175
Pell Grant Budget Authority	\$ 7,704	\$ 7,463	\$ 7,620	\$ 7,778	\$ 7,700	- \$ 4.0
Work Study	\$ 870	\$ 934	\$ 880	\$ 934	\$ 934	+ \$ 64.0
SEOG	\$ 619	\$ 631	\$ 619	\$ 631	\$ 631	+ \$ 12.0
Perkins Loans - FCC	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	No Change
Leveraging Educational Assistance Program (formerly SSIG)	\$ 25	\$ 25	\$ 0	\$ 75	\$ 40	+ \$ 15.0
Title III-A Strengthening Institutions	\$ 60	\$ 62	\$ 60	\$ 60	\$ 60	No Change
Title V - Hispanic-Serving Institutions (formerly T. III)	\$ 28	\$ 42	\$ 28	\$ 42	\$ 42	+ \$ 14.3
VTEA State Grants	\$ 1,031	\$ 1,031	\$ 1,081	\$ 1,031	\$ 1,056	+ \$ 24.7
Tech Prep	\$ 106	\$ 111	\$ 106	\$ 106	\$ 106	No Change
School-to-Work (Dept. of Labor) (Dept. of Ed.)	\$ 250 (\$ 125) (\$ 125)	\$ 171 (\$ 116) (\$ 55)	\$ 0	\$ 110 (\$ 55) (\$ 55)	\$ 110 (\$ 55) (\$ 55)	- \$140.0
Voc. Rehab. State Grants	\$ 2,304	\$ 2,339	\$ 2,339	\$ 2,339	\$ 2,339	+ \$ 34.9
Adult Ed. State Grants	\$ 365	\$ 468	\$ 365	\$ 468	\$ 450	+ \$ 85.0
TRIO	\$ 600	\$ 630	\$ 660	\$ 630	\$ 645	+ \$ 45.0
GEAR UP	\$ 120	\$ 240	0	\$ 180	\$ 200	+ \$ 80.0
Learning Anytime Anywhere Partnerships	\$ 10	\$ 20	\$ 0	\$ 10	\$ 23	+ \$ 13.3
Child Care Access Means Parents in School (CAMPUS)	\$ 5	\$ 5	\$ 5	\$ 5	\$ 5	No Change

CAMPAIGN 2000 AND AMERICA'S COMMUNITY COLLEGES

THE FEDERAL
AGENDA
FOR AMERICA'S
COMMUNITY COLLEGES

AACC

American Association of Community Colleges



Association of Community College Trustees

CAMPAIGN 2000 and AMERICA'S COMMUNITY COLLEGES

America's community, junior, and technical colleges are community-focused institutions serving an array of national economic and social needs. The efforts of these institutions continue to be hampered by insufficient funding at the national level. Although the nation's community colleges receive only a modest proportion of their overall funding from the federal government, it is critical in helping them serve economically disadvantaged individuals and in addressing a variety of institutional and community needs. Given their proven ability to create pathways to full economic and social participation for individuals from diverse circumstances, community colleges are one of America's great success stories. But if these institutions are to effectively continue their work in the next century, it is incumbent upon the next President of the United States and Congress to act boldly to give these colleges the support they so richly deserve.

Community colleges are regionally accredited, two-year institutions of postsecondary learning. They address an enormous range of educational, social, and economic needs. The growing disparity in personal incomes in the United States between the top fifth and bottom fifth of the income spectrum would be even starker were it not for the opportunities that community colleges provide.

Located within easy access of virtually every community, the nation's 1,100 community colleges serve more than 14 million credit and noncredit students annually. Sixty-five percent of all community college students enroll part time, 58 percent are female, and 30 percent are members of minority groups. The average age of community college students is 29. And these colleges serve countless others in a variety of ways less easily documented.

Community colleges offer a full range of education opportunities, including traditional transfer programs, vocational-technical training, community service, and basic skills enhancement. Almost all community colleges share with pride an "open-door" policy to provide access to individuals desiring to further their knowledge and enhance their skills. Community colleges award associate degrees and occupational training certificates to candidates who have met rigorous program standards.

Individually, each community college strives to provide its community—urban, suburban, or rural—with relevant higher education and job-training opportunities that are high in quality and low in cost. Collectively, these colleges provide locally based education and training programs that assist millions of people in preparing for, and remaining economically viable in, today's rapidly changing global environment.

Community colleges are represented nationally by two organizations: the American Association of Community Colleges (AACC), which represents college chief executive officers, and the Association of Community College Trustees (ACCT), which represents the publicly elected and appointed governing boards. AACC and ACCT, both headquartered in Washington, D.C., work in partnership on a public policy and advocacy agenda that strengthens the capacity of community colleges to serve their students and communities.

America's community colleges invite the next President of the United States and the next Congress to work hand-in-hand in support of the following public policy priorities:

GOAL

Make community colleges truly accessible to all Americans through enhancement of the federal government's investment in student financial assistance. Such proven programs need substantially increased investment to realize their full potential. Tax policy should also be used to encourage community college participation.

Student Financial Aid

Overall, the 1998 amendments to the Higher Education Act (HEA) improved the Title IV student aid programs. These programs provide an effective, interlocking portfolio of grant, work, and loan programs, and they have evolved since the landmark Higher Education Act of 1965. But much more needs to be done, especially in regard to resources. We urge the next President and Congress to embrace the following:

- ◆ Provide steady increases in the Pell Grant program, which provides grants to more than 1.2 million community college students (almost one of every four credit students). The Pell Grant program functions to lower tuition and expenses for the neediest community college students. For the upcoming fiscal year, the authorized Pell Grant maximum is \$4,800; the current funded maximum is just \$3,125, a fraction of the average total annual costs for a community college student.
- ◆ Eliminate institutional penalties tied to student loan default rates. Default rates are not a reliable proxy for educational quality at community colleges because these institutions serve at-risk students with the greatest postsecondary education needs. Community colleges suffer undeserved negative sanctions and publicity because of the widespread and inappropriate practice of tying penalties to default rates.
- ◆ Reverse the trends contributing to student indebtedness by continuing to work to lower the interest rate and other costs associated with federal student loans. As is the trend throughout higher education, more community college students are forced to use loans as a financing vehicle for their education.
- ◆ Recognize that distance learning is here to stay, and that changes to the Higher Education Act are necessary in order to accommodate the unique structure of these programs. The distance education demonstration program now in effect must be used as a springboard to further changes the next time the HEA is reauthorized.
- ◆ Affirm the critical role that community colleges play in providing remedial education and continue to support the circumscribed use of Title IV funds for this purpose.

Tax Policy

Section 127 of the Internal Revenue Code allows individuals to exclude from taxable income up to \$5,250 in employer-provided educational assistance. Since 1978, Employee Educational Assistance has been among the nation's most successful and targeted strategies to assist working Americans in getting the education and training they need to compete effectively in today's global economy. By permitting individuals to receive tax-free educational assistance from their employers, business and industry have been able to help fill critical skills shortages while building a dedicated workforce.

Unfortunately, Section 127 is not a permanent part of the IRS Code and requires a periodic legislative extension. This provision needs to be made a permanent part of the code to break the cycle of uncertainty for employers and their employees who seek to benefit from this important tax policy.

Make Section 127, Employer Provided Educational Assistance, a permanent part of the IRS Code.

GOAL

Recognize that community colleges are the nation's leaders in workforce and economic development.

For decades, government and business leaders have looked to community colleges to be a major player in workforce education and training. The colleges have stepped up to fill this role and have been exemplary providers of training as well as providers of valuable administrative and technical expertise for solving local economic development challenges. With the implementation of the Workforce Investment Act and the Carl D. Perkins Vocational and Technical Education Act, the importance of community colleges in such vital development activities should be underscored. Within this new system community colleges can play a variety of leadership roles including:

- ◆ being a primary provider of education and training services, especially to enhance the skills of workers to be hired by high-tech employers;
- ◆ helping craft statewide policy as members of state workforce investment boards;
- ◆ helping craft local workforce policy as members of local workforce investment boards;
- ◆ serving as a one-stop partner, and where appropriate running the one-stop center; and
- ◆ being the primary provider of postsecondary vocational education programs.

Community colleges support the following:

- ❖ Substantially increased investment in the Carl D. Perkins Vocational and Technical Education Act. This program provides critical infrastructure support for equipment, student tracking, professional development, curriculum development, and many other locally determined purposes. Funding has stagnated and an appropriations increase of at least 25 percent is needed to restore purchasing power and meet current needs. Tech-Prep has taken root in many places but requires continued expansion.
- ❖ Increased infrastructure and curriculum development in a variety of areas:
 - ◆ the Strengthening Institutions program in Title III-A is woefully underfunded;
 - ◆ the Advanced Technological Education Program at the National Science Foundation (NSF) needs to have its funding momentum restored, and other programs directed toward undergraduate education need to be enhanced;
 - ◆ adult education programs merit continued emphasis;
 - ◆ key support at the Departments of Housing and Urban Development and Transportation should be enhanced;
 - ◆ programs at the National Endowment of Humanities, National Institute for Standards and Technology, and the Environmental Protection Agency remain vital sources of financing for community colleges.
- ❖ Development of a vital national workforce information training system, funded sufficiently to permit new one-stop centers to thrive and for individuals in need of training services to receive them. The new, integrated system must not lose its focus on the enormous outstanding need for support of skills acquisition and enhancement.
- ❖ Programs to foster the globalization of the economy, with increased emphasis on international education programs and study opportunities. This is an essential strategy to ensuring that the American economy remains fully competitive.

GOAL

Acknowledge that the job of reforming welfare is far from complete and that community colleges must be given the tools to help address the needs of the hardest-to-serve welfare population as well as those trying to make a permanent transition off of welfare.

The recent dramatic drop in welfare rolls is a byproduct of the longest economic expansion in the nation's history as well as the historic overhaul of welfare signed by President Clinton in August 1996. However, the job of reforming welfare is far from complete. Many individuals on welfare need additional education or job skills in order to be fully integrated into the economy, and those who have just left welfare for jobs need further postsecondary education to realize their full potential.

The next President needs to build upon the progress already made:

- ◆ The existing block grants to states should not be decreased and may need to be increased. Eventually, the economy will fall into recession and welfare rolls will expand. At that time, all committed funds will be needed by states.
- ◆ States should be permitted to allow Temporary Assistance for Needy Families (TANF) recipients to engage in up to 24 months of postsecondary education that can be counted toward the state's work participation rate.

- ◆ The Welfare-to-Work program has had noticeable success in some areas and should be extended and broadened to include populations not currently served.

GOAL

Reduce and eliminate legislative and regulatory burdens that impede community colleges' ability to be flexible, competitive, and innovative.

Community colleges believe it is appropriate to have measures in place that ensure public dollars are spent judiciously to provide the services authorized by state and federal laws. However, such accountability measures must be structured in such a way that required reporting does not place an undue administrative burden on institutions.

The 105th Congress passed several major initiatives that benefit community college students. These include the reauthorization of the Higher Education Act, the Workforce Investment Act, and the reauthorization of the Carl D. Perkins Vocational and Technical Education Act. Each of these programs provides valuable resources, some directly to students and some to institutions so that they may establish programs. However, each of these laws contains specific, and different, institutional reporting requirements to ensure public accountability.

Many community colleges do not have full-time staff assigned to compile such varied and complex data and are, therefore, required either to move existing staff from other duties or to outsource certain reporting activities. Moves such as these add to the cost of reporting and may reduce the overall efficiency of the college in meeting community needs.

The reporting requirements associated with the Hope Scholarship and Lifetime Learning tax credits also require community colleges to gather and report data. For these credits, institutions are required to report information about students to the Internal Revenue Service as well as to the students themselves. This reporting requirement has forced colleges to divert resources from serving students to compiling data and printing tax forms. Such reporting also raises questions surrounding students' privacy rights and issues associated with the Family Educational Rights and Privacy Act (FERPA).

- ◆ Community colleges support initiatives that will ensure that the information institutions are required to provide does not create an undue administrative burden on institutions. Whenever possible, similar or identical information should be gathered to assess the success of various programs.
- ◆ Institutions should be given either direct financial assistance or be allowed to use other mechanisms already in place to gather data if the gathering creates undue financial hardship for an institution. This will ensure that the maximum amount of funds possible will be allocated for services to students and not for administrative overhead.
- ◆ The reporting requirements associated with Hope and Lifetime Learning tax credits should be repealed and the onus placed on the taxpayer who benefits from the credit.

GOAL

Support legislative and regulatory policies that enhance community colleges' use of emerging communications and educational technologies.

Community colleges have been pioneers in the use of analog and digital telecommunications technologies, including the Internet, to deliver education and training to students. The overall goal of community colleges in employing digital technologies is to enable remote students to have access to the same instructional materials and activities that classroom-based students have. Community colleges believe current copyright law stymies the ability of colleges to maximize the use of digital technologies in their course offerings. Therefore, copyright law should be changed to:

- ◆ Support communication policies that protect community colleges from copyright infringement and that maintain intellectual property rights. Educators, including community colleges, should by law have the ability to display the same copyrighted materials on their computer networks they use in face to face settings. It is also appropriate that institutions put in place adequate, reasonable, and affordable safeguards to protect against the misuse of copyrighted works in a way that would harm the market for the works.
- ◆ In addition, Congress should establish a program devoted to meeting the huge and increasing needs of community colleges in the area of technology. Matching funds could be provided by institutions to leverage federal contributions.

American Association of Community Colleges
1 Dupont Circle, NW Suite 410
Washington, DC 20036
(202) 728-0200
<http://www.aacc.nche.edu>
David Baime
Director of Government Relations

Association of Community College Trustees
1740 N St., NW
Washington, DC 20036
(202) 775-4667
<http://www.acct.org>
Noah Brown
Director of Public Policy



OFFICE OF THE BOARD OF TRUSTEES

50 Phelan Avenue, Box E200, San Francisco, California 94112
(415) 239-3303 Fax (415) 239-3918

NOTICE

REGULAR MEETINGS

OF THE

BOARD OF TRUSTEES

SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

LOCATION: GOUGH STREET CAMPUS
CONFERENCE ROOM
33 GOUGH STREET, SAN FRANCISCO

DATE: **THURSDAY, MARCH 30, 2000**

TIME: **5:00 PM**

This meeting is normally devoted to Closed Session Topics.

LOCATION: GOUGH STREET CAMPUS
AUDITORIUM
33 GOUGH STREET, SAN FRANCISCO

DATE: **THURSDAY, MARCH 30, 2000**

TIME: **6:00 PM**

This meeting is normally devoted to Open Session Topics.

SPECIFIC TIMES SUBJECT TO CHANGE.

Call 241-2234 for information.

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5

The San Francisco Community College District does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Persons who wish to request disability-related accommodations including sign-language interpreters should contact Linda R. Jackson, District ADA Coordinator, Office of Affirmative Action, 31 Gough Street, Room 16, San Francisco, CA, 94103, Phone: (415) 241-2281, Fax: (415) 241-2203. Please request accommodations no later than 12 working days prior to the date of the Board meeting in order to assure the best possible arrangements.

BOARD OF TRUSTEES

Dr. Anita Grier, President • Robert P. Varni, Vice President • Dr. Natalie Berg
Robert E. Burton • James Haskell Mayo, II. • Rodel E. Rodis • Lawrence Wong
Dr. Philip R. Day, Jr., Chancellor

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TO MEMBERS OF THE PUBLIC

The Agenda page and accompanying resolutions have been prepared well in advance of the regularly scheduled meeting of the Board of Trustees of the San Francisco Community College District. Please note that Resolutions are subject to amendment and replacement.

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

You should be aware of the following (Government Code § 54954.2):

1. Additional agenda items to be acted upon by the Board may be posted at 33 Gough Street and in the lobby of Conlan Hall at the Phelan Campus at least 72 hours in advance of the regularly scheduled Board Meeting. Resolutions may also be available at the time of posting, but if not, such resolutions will be available at the Board Meeting.
2. Additional agenda items and resolutions, although not posted as in paragraph 1 above, may still be acted upon by the board at the regular meeting:
 - a) Upon a determination by a majority vote of the Board that an emergency situation exists, as defined in Government Code § 54956.5. Emergency is defined as work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the Board, OR crippling disaster which severely impairs public health, safety or both, as determined by a majority vote of the members of the Board, OR
 - b) Upon a determination by a two-thirds vote of the members of the Board present at the meeting or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted 72 hours in advance of the Board Meeting, OR
 - c) The item was posted 72 hours in advance of a prior meeting of the Board occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

Date		Description		Amount	
1900	Jan 1	Balance		100.00	
	Feb 1	Interest		5.00	
	Mar 1	Interest		5.00	
	Apr 1	Interest		5.00	
	May 1	Interest		5.00	
	Jun 1	Interest		5.00	
	Jul 1	Interest		5.00	
	Aug 1	Interest		5.00	
	Sep 1	Interest		5.00	
	Oct 1	Interest		5.00	
	Nov 1	Interest		5.00	
	Dec 1	Interest		5.00	
1901	Jan 1	Balance		100.00	
	Feb 1	Interest		5.00	
	Mar 1	Interest		5.00	
	Apr 1	Interest		5.00	
	May 1	Interest		5.00	
	Jun 1	Interest		5.00	
	Jul 1	Interest		5.00	
	Aug 1	Interest		5.00	
	Sep 1	Interest		5.00	
	Oct 1	Interest		5.00	
	Nov 1	Interest		5.00	
	Dec 1	Interest		5.00	
1902	Jan 1	Balance		100.00	
	Feb 1	Interest		5.00	
	Mar 1	Interest		5.00	
	Apr 1	Interest		5.00	
	May 1	Interest		5.00	
	Jun 1	Interest		5.00	
	Jul 1	Interest		5.00	
	Aug 1	Interest		5.00	
	Sep 1	Interest		5.00	
	Oct 1	Interest		5.00	
	Nov 1	Interest		5.00	
	Dec 1	Interest		5.00	
1903	Jan 1	Balance		100.00	
	Feb 1	Interest		5.00	
	Mar 1	Interest		5.00	
	Apr 1	Interest		5.00	
	May 1	Interest		5.00	
	Jun 1	Interest		5.00	
	Jul 1	Interest		5.00	
	Aug 1	Interest		5.00	
	Sep 1	Interest		5.00	
	Oct 1	Interest		5.00	
	Nov 1	Interest		5.00	
	Dec 1	Interest		5.00	
1904	Jan 1	Balance		100.00	
	Feb 1	Interest		5.00	
	Mar 1	Interest		5.00	
	Apr 1	Interest		5.00	
	May 1	Interest		5.00	
	Jun 1	Interest		5.00	
	Jul 1	Interest		5.00	
	Aug 1	Interest		5.00	
	Sep 1	Interest		5.00	
	Oct 1	Interest		5.00	
	Nov 1	Interest		5.00	
	Dec 1	Interest		5.00	
1905	Jan 1	Balance		100.00	
	Feb 1	Interest		5.00	
	Mar 1	Interest		5.00	
	Apr 1	Interest		5.00	
	May 1	Interest		5.00	
	Jun 1	Interest		5.00	
	Jul 1	Interest		5.00	
	Aug 1	Interest		5.00	
	Sep 1	Interest		5.00	
	Oct 1	Interest		5.00	
	Nov 1	Interest		5.00	
	Dec 1	Interest		5.00	

For Members of the Public:

To facilitate the conduct of business at Board meetings, the following information has been taken from the District's Policy Manual concerning the conduct of Board Meetings.

From PM 1.05 A:

The order of business may be revised at any meeting when, in the discretion of the President, such revision will benefit the public and/or order of the meeting.

From PM 1.05 L:

L. Granting the Privilege of the Floor. A person desiring to speak shall be recognized by the Chair only after complying with the following procedures:

For matters appearing on the agenda, an individual desiring to address the Board must complete a "Request to Address Board" card, completing the information thereon including the subject to be addressed. If there is to be a written report presented, a copy(ies) shall be submitted in advance to the Chancellor.

Any person desiring to address the Board on non-agenda items must also complete the "Request to Address Board" card and will be recognized at the end of the agenda. Only items directly related to District business may be presented.

Cards for these purposes are available in the Office of the Chancellor and also at the Board meeting. Completed cards should be presented to the Board President prior to the beginning of the meeting. As a matter of courtesy, the Board encourages people to notify the Chancellor's Office in advance of the Board meeting of their intention to address the Board. Prior to calling for a vote on an item before the Board, the Presiding Officer shall determine if speaker cards have been submitted for that item. Persons who have submitted cards prior to the consideration of the item shall be called upon by the Presiding Officer. Persons who address the Board may address only the agenda item being considered and shall have up to three minutes for comments. Should another person who has submitted a request to speak card in advance of consideration of the item wish to forego speaking on that item, he or she may grant his or her speaking time to another speaker who has also submitted a request to speak card, but in no event shall any speaker have more than two allotments (totaling up to six minutes) of speaker time on any item. However, in order to facilitate the completion of District business, the Presiding Officer may also limit the total length of time allotted to the speakers on a given topic or agenda item which may reduce the individual speaker's time on that topic or item. Speaking too long, being unduly repetitious, or discussing irrelevancies disrupt the meeting, and may result in the forfeiture of speaking opportunities during that meeting.

The President of the Board reserves the right of determining the order of the speakers and changing the order of the agenda if it will be of benefit to the public and/or the order of the meeting.

Undue interruptions or other interferences with the orderly conduct of Board business cannot be allowed. Defamatory or abusive personal remarks which disturb or impede the meeting or exceed the bounds of civility necessary to the conduct of District business are always out of order. However, the Board shall not prohibit public criticism of the policies, procedures, programs, or services of the District, or of the acts or omissions of the Board.

The President may terminate the speaker's privilege of address if after being called to order, he or she persists in improper conduct or remarks, or if the speaker fails to speak on the subject matter for which the privilege of the floor was granted.

No oral presentation shall include charges or complaints against any employee of the Board, or otherwise present information, which does not relate directly to the topic at hand or which disrupts or impedes the meeting. All formal charges or complaints against an employee, for which a specific grievance or complaint process is not otherwise available, shall be in writing and signed by the person making the charge and shall be filed with the Chancellor who shall, after investigation, take or recommend appropriate action. There shall be no oral presentation or discussion of confidential formal charges or complaints in open public meetings of the Board on non-agenda items or unless otherwise required by law.

Comments or presentations made by members of the public to the Board do not necessarily reflect the opinion of the Board or of its individual members, nor does the Board necessarily endorse or sanction such comments or presentations. Persons who address the Board on matters of their choosing are solely responsible for the content of such comments or presentations.



OFFICE OF THE BOARD OF TRUSTEES

50 Phelan Avenue, Box E200, San Francisco, California 94112
(415) 239-3303 Fax (415) 239-3918

**AGENDA
CLOSED SESSION
BOARD OF TRUSTEES
OF
THE SAN FRANCISCO COMMUNITY COLLEGE DISTRICT**

**CONFERENCE ROOM
33 Gough Street
San Francisco
THURSDAY March 30, 2000
5:00 P.M.**

DOCUMENTS DEPT.

MAR 27 2000

**SAN FRANCISCO
PUBLIC LIBRARY**

- I. OPEN SESSION**
Announcement of Closed Session Topics
- II. CLOSED SESSION**
- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (G.C. 54956.9(a))**
 - 1. Daniel Curzon – Brown, et al. v
SFCCD et al.
San Francisco Superior Court Case # 307335
 - 2. Associated Students v. Honorable Board of Trustees of the SFCCD, et al.
San Francisco Superior Court Case # 99204
 - 3. SFCCD v. Church
San Francisco Superior Court Case # 309472
 - 4. Cheng v. SFCCD
San Francisco Superior Court Case # 308445
 - 5. Mandanis vs. City College of San Francisco; et al.
Northern District of California
U.S. District Court Case # C99-3673 M JJ
- B. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
(G.C. 54956.9)**

Significant exposure to litigation pursuant to Gov. Code 54956.9 (b) - 3 cases

Initiation of litigation pursuant to Gov. Code 54956.9 (c.) – 1 case
BOARD OF TRUSTEES

Dr. Anita Grier, President • Robert P. Varni, Vice President • Dr. Natalie Berg
Robert E. Burton • James Haskell Mayo, II. • Rodel E. Rodis • Lawrence Wong
Dr. Philip R. Day, Jr., Chancellor

C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (G.C. 54957)

D. CONFERENCE WITH LABOR NEGOTIATORS (G.C. 54957.6)

1. Agency Designated Representatives: Jeffrey Sloan, Carmen Plaza de Jennings, and Steve Hale

Employee Organizations: Service Employees International Union (SEIU) 790, American Federation of Teachers (AFT) 2121, Department Chairperson Council (DCC), and Skilled Crafts

2. Agency Designated Representatives: Jeffrey Sloan, Carmen Plaza de Jennings and Steve Hale

Unrepresented Employees: Stationary Engineers, District Designated Managers, Supervisors, and Confidential Classifications.

III. OPEN SESSION

Disclosure of Board actions from Closed Session, pursuant to Government Code 54957.1

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.

AMENDED 03/7/00

DOCUMENTS DEPT.

CITY COLLEGE OF SAN FRANCISCO
BOARD OF TRUSTEES
RESOLUTIONS AGENDA SCHEDULE
January 2000- December 2000

MAR 27 2000
SAN FRANCISCO
PUBLIC LIBRARY

	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEPT	OCT	NOV	DEC
RESOLUTION DUE DATE	Fri 1/7	Fri 1/28	Fri 3/3	Fri 4/7	Fri 5/5	Fri 5/26	Fri 7/7	Fri 8/11	Fri 9/8	Fri 9/29	Fri 10/27	Fri 12/1
PRE-AGENDA REVIEW 9am 33 GOUGH	Mon 1/10	Mon 1/31	Mon 3/13	Mon 4/10	Mon 5/8	Mon 6/5	Mon 7/10	Mon 8/14	Mon 9/11	Mon 10/2	Mon 11/6	Mon 12/4
COLLEGE AGENDA REVIEW 2:30 at S121	Tues 1/18 S107	Mon 2/7	Mon 3/20	Mon 4/17	Mon 5/15	Mon 6/12	Mon 7/17	Mon 8/21	Mon 9/18	Mon 10/16	Mon 11/13	Tues. 12/11
DUPLICATION	Wed 1/19	Wed 2/9	Wed 3/22	Wed 4/19	Wed 5/17	Wed 6/14	Wed 7/19	Wed 8/23	Wed 9/20	Wed 10/18	Wed 11/15	Wed 12/13
DISTRIBUTION	Fri 1/21	Fri 2/11	Fri 3/24	Fri 4/21	Fri 5/19	Fri 6/16	Fri 7/21	Fri 8/25	Fri 9/22	Fri 10/20	Fri 11/17	Fri 12/15
CLOSED SESSION 5:00 PM	Thurs. 1/27 Gough	Thurs 2/24 Ch/nb	Thurs 3/30 Gough	Thurs 4/27 Phelan	Thurs 5/25 Gough	Thurs 6/22 JAD	Thurs 7/27 Gough	Thurs 8/31 SEC	Thurs 9/28 Gough	Thurs 10/26 DTN	Thurs 11/30 Gough	Thurs 12/21 Phelan
BOARD MEETING 6 PM												

*Date changes are due to Public Holidays

*All meeting dates and locations are subject to change by the Office of the Vice Chancellor of Finance and Administration. Call 241-2234 with any questions.

* Please note that all closed session meetings will be held at appropriate Board meeting location mentioned by the Office of the Vice Chancellor of Finance and Administration.

3/07/00

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**Regular Meeting of the
Board of Trustees of the
San Francisco Community College District**

**City College of San Francisco
GOUGH STREET CAMPUS
AUDITORIUM**

**33 Gough Street
San Francisco
Thursday, March 30, 2000**

Open Session - 6:00 p.m.

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Minutes
Regular Meeting Minutes – February 24, 2000
- IV. Public Response to the Initial Proposals of the Service Employees
International Union, Local 790, and of the San Francisco
Community College District for a Successor Collective Bargaining
Agreement.
- V. Adoption of Resolutions Agenda
- VI. Approval of Consent Agenda Items as Listed:
- VII. Special Presentations
 - Awarding Certificates of Appreciation
- VIII. Monthly Financial Report – James Kendrix
- IX. Action on Other Resolutions Agenda Items
- X. Report from Constituent Groups
 - Academic Senate - Raymond Berard, President
 - Associated Students - Toni Hines, President
 - Classified Senate - Alice Munoz-Shvarts, President

*c - It is recommended that all resolution agenda items identified with
letter *c in the right hand column are eligible for consideration as
Consent agenda items.

Volume 100, Part 1, 1970

Edited by

Professor Sir

John H. Huxley

London School of Hygiene & Tropical Medicine

1970

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- XI. Board of Trustees' Report
- XII. Chancellor and Staff Reports
- XIII. Close Session Announcements - Legal Counsel Ronald Lee
- XIV. Requests to Speak
- XV. Adjournment

FINANCE (Pages 1- 53)

GENERAL FUND

- B1 - Authorization to Issue Tax Revenue Anticipation Notes
- B2 - Authorization be hereby given to contract with Embanet Corporation for services specified above from March 30, 2000 through June 30, 2003 at a first year cost not to exceed \$46,220 with an option to continue for two additional years * c
- B3 - Authorization be hereby given to contract with Hewlett Packard Company for the leasing of computer equipment, software and hardware and software maintenance for a period of 48 months beginning after March 30, 2000 for an annual cost not to exceed \$201,421 and total cost not to exceed \$805,684
- B4 - Authorization be hereby given to contract with Oracle Corporation for maintenance and support services for all licensed Oracle products in this resolution for a cost not to exceed \$68,233 for fiscal year 2000-2001 * c
- B5 - Authorization be hereby given to contract with Barnes, Mosher, Whitehurst & Partners from March 10, 2000 through June 30, 2000 for a public opinion survey at a total cost not to exceed \$25,000

CAPITAL OUTLAY

- B6 - Authorization be given to contract with PSC Associates Inc., (Asian) a certified Minority Owned Business Enterprise for special services and advice to provide the District with geotechnical (soil testing) services, for the Project: Alemany Campus Building Elevator located at the Alemany Campus at a cost of \$9,300, to be completed on or before June 30, 2000. * c
- B7 - Authorization for eight (8) Contract Modification(s) totaling \$137,411.10 for Special Services Contract(s) and Construction Contract(s), and one (1) Amendment * c

* c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.

- B8 - Authorization be hereby given to contract with the lowest responsible bidder Golden Bay Fence Plus Iron Works, Inc., a certified Minority Hispanic Owned Business Enterprise for the project: Visual Arts Fence Enclosure and John Adams Parking Lot Gate Replacement. at a total cost of \$12,399, for the project: Visual Arts Fence Enclosure and John Adams Parking Lot Gate Replacement, to be completed on or before June 30, 2000 * c
- B9 - Authorization be hereby given to contract with the lowest responsible bidder Asbestos Management Group of California, Inc. at a cost of \$2,240, for the project: Cloud Hall Police Locker Room and Office Asbestos Flooring Abatement, to be completed on or before April 30, 2000 * c
- B10 - Authorization be hereby given to contract with the lowest responsible bidder Architectural Systems Corp., a certified Minority Hispanic Owned Business Enterprise for the project: Cloud Hall Window Replacement at a cost of not to exceed \$859,900, to be completed on or before August 31, 2000
- B11 - Authorization be hereby given to contract with the lowest responsible bidder Karcher Environmental, Inc., at a cost of \$1,850 for the project: Bungalow 213 Hazardous Material Abatement, to be completed on or before April 30, 2000 * c

GRANTS

- B12 - Authorization be hereby given to accept funds in the amount of \$27,500 to fund non-instructional salaries, staff support, and supplies necessary to complete this project * c
- B13 - Authorization be hereby given to accept a grant of \$5,700 from the Every Child Can Learn Foundation to pay for instruction for custodial training from July 1, 1999 to June 30, 2000 * c
- B14 - Authorization to amend the following resolutions as indicated in the table totaling \$85,625 * c
- B15 - Authorization be hereby given to subcontract with the Comprehensive Adult Student Assessment System (CASAS) to develop a standardized ESL Citizenship assessment in three forms for use in measuring ESL Citizenship student progress and level completion related to requirements of the grant from the Workforce Investment Act - Title II Adult Education and Family * c

 * c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.

Literacy Act, March 27, 2000 to June 30, 2000, in the amount not to exceed \$30,000

- B16 - Authorization be hereby given to contract with San Francisco International Airport for providing the Computer-Based-Training (CBT) Project, during the period of March 1, 2000 to June 30, 2001, at a cost not to exceed \$445,250 * c
- B17 - Authorization be hereby given to enter into five special service agreements with: 1) Sarah Diggs for developing the CBT instructional modules in CD and web-based versions, and designing a tracking and certification system, at a total cost not to exceed \$40,000; 2) Americ Azevedo for coordinating the development the CBT modules, tracking and evaluating system, at a total cost not to exceed \$17,500; 3) Lynette Webb for developing and installing the web-site training at a total cost not to exceed \$17,500; 4) Elaine Winters for providing instructional design at a total cost not to exceed \$17,500; and 5) Unimedia Inc. for producing a training CD, and providing support and assistance in the web design and development, at a total cost not to exceed \$63,000. For a grand total cost not to exceed \$89,500. Services for all contracts are to be conducted from March 1, 2000 to June 30, 2001 * c
- B18 - Authorization be hereby given to contract with China Eastern Airlines for providing a customized Federal Aviation Administration (FAA) licensing skills enhancement and testing preparation training to its line maintenance mechanics during the period of March 1, 2000 and December 31, 2000, at a cost of \$6,000 per student for a total of \$120,000 based on an estimated of 20 students * c
- B19 - Authorization be hereby given to enter into four Special Services Contracts during the period of March 1, 2000 to February 28, 2001 with the following consultants: 1) Kenneth Fong for providing as-needed translation service in Chinese language for the San Francisco Hotels Partnership Project (SFHPP) for a total not to exceed \$15,000; 2) Cecilia Wong for providing as-needed translation service in Chinese language for the SFHPP for a total not to exceed \$15,000; 3) Carole Glasser for providing as-needed translation service in Spanish language for the SFHPP for a total not to exceed \$15,000; and 4) Oscar Rios for providing as-needed translation service in Spanish language for the SFHPP for a total not to exceed \$15,000, for a grand total not to exceed \$60,000 * c

* c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.

- B20 - Authorization be hereby given to enter into an agreement with San Francisco City and County Department of Human Services (DHS) to fund a intensive English as a Second Language immersion vocational instruction program for a period beginning April, 2000 at a cost not to exceed \$ 42,000

* c
- B21 - Authorization be hereby given to submit an application and appropriate all funds receivable upon approval from the California Community Colleges, Chancellor's Office for the grant Teach: San Francisco for the period of July 01, 2000 until June 30, 2001 in the amount not to exceed \$249,966

* c
- B22 - Authorization be hereby given to submit an application and appropriate all funds receivable upon approval from the Chancellor's Office of the California Community College for Supplemental AmeriCorps Funding for the period of July 1, 2000 until June 30 , 2001 in the amount not to exceed \$49,720

* c

Equipment, Supplies & Services (Pages 54-61)

- C1 - Procurement of equipment, supplies, services, etc., less than \$3,000

* c
- C2 - Procurement of equipment, supplies, services, etc., \$3,000 or more

* c
- C3 - Donations, acceptance of gifts

* c
- C4 - Disposal of Equipment

* c

Human Resources (Pages 62-92)

- F1 - Resignation with the Intent to Retire Educational Academic Administrator
- F2 - Interim Appointment Appointment of an Educational Administrator

* c
- G1-11 - Academic Employees, Credit Program, District Funded

* c
- H1 - Academic Employees, Credit Program, Categorically Funded

* c
- L1 - Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract.

* c

 *c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.

N1 - Academic Employees Community Services Classes

* c

POLICY (Pages 93-147)

P1 - Amending the San Francisco Community College District Policy Manual

SETTLEMENT(Page 148)

Q1 - Recommend Settling a Claim of Myrna Holden Against the San Francisco Community College District for \$2,305, Less Applicable Mandatory Deductions

SPECIAL (Pages 149-156)

S1 - Adopting the Initial Proposal of the San Francisco Community College District for a Successor Collective Bargaining Agreement with the Service Employees International Union, Local 790, After Public Comment.

* c

S2 - Authorization be hereby given to pay for the credit enrollment and tuition costs of Rec. and Park employees from eligible sources for work-related courses instead of paying rent for offering classes at Rec. and Park facilities.

S3 - Authorizing the San Francisco Community College District to join the Local Education Consortium (LEC), San Mateo County Superintendent of Schools and the Leader Services for the purpose of enabling CCSF Student Health Services to be reimbursed for all the health related referral services through the MAA (Medical Administrative Activities) program for the period April 1, 2000 through March 31, 2001

* c

Information only (Pages 157- 158)

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: **April 27, 2000**
PHELAN CAMPUS
Pierre Coste Meeting Room
50 Phelan Avenue
San Francisco

* c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30,2000

B1

TO : Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

**Subject: Authorization to Issue Tax Revenue Anticipation Notes
(Resolution No. 000330-B1)**

RESOLUTION AUTHORIZING THE ISSUANCE OF A 2000 TAX AND REVENUE ANTICIPATION NOTE AND PARTICIPATION IN THE COMMUNITY COLLEGE LEAGUE OF CALIFORNIA CASH FLOW FINANCING PROGRAM

WHEREAS, pursuant to Sections 53850 et esq. of the Government Code of the State of California (the "Act") contained in Article 7.6 thereof, entitled "Temporary Borrowing," on or after the first day of any fiscal year (being July 1), the San Francisco Community College District (the "District") may, pursuant to a resolution of its Board of Trustees (the "Board"), borrow money by issuing notes for any purpose for which the District is authorized to expend moneys, including but not limited to current expenses, capital expenditures, and the discharge of any obligation or indebtedness of the District;

WHEREAS, the Board hereby determines that an amount (the "Principal Amount") not to exceed \$ 15,000,000 (the "Maximum Principal Amount"), which Principal Amount is to be confirmed and set forth in the Pricing Confirmation (as defined in Section 4 hereof), is needed for the requirements of the District to satisfy obligations of the District, and that it is necessary that the Principal Amount be borrowed for such purpose by the issuance of a temporary note therefor in anticipation of the receipt of taxes, revenue and other moneys to be received by the District during or attributable to fiscal year 2000-2001;

WHEREAS, it appears, and the Board hereby finds and determines, that the Principal Amount, when added to the interest payable thereon, does not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue, cash receipts and other moneys of the District attributable to fiscal year 1999-2000, and available for the payment of said note and the interest thereon;

WHEREAS, pursuant to Section 53856 of the Code, certain revenues that will be received by the District during and attributable to fiscal) year 2000-2001 can be pledged for the payment of said note and the interest thereon (as hereinafter provided);

WHEREAS, the Board has determined that it is in the best interests of the District to participate in the Community College League of California Cash Flow Financing Program (the "Program"), whereby participating community college districts (collectively, the "Participating Districts") will simultaneously issue tax and revenue anticipation notes;

WHEREAS, the tax and revenue anticipation note authorized hereby (the "Note") will be sold to the Community College League Financing Authority (the "Authority") pursuant to a note purchase agreement, dated as of the date of the Pricing Confirmation, by and between the Authority and the District (the "Note Purchase Agreement"); and

WHEREAS, as part of the Program, the Authority will issue one or more series (each a "Series") of 2000 Tax and Revenue Anticipation Bonds (the "Bonds") pursuant to an Indenture (the "Indenture") between the Authority and Norwest Bank Minnesota, N.A. (the "Trustee"), which Bonds will be secured by the tax and revenue anticipation notes of the Participating Districts, each Series to be distinguished by the type of credit enhancement, if any, that secures such Series, the principal amounts of the notes securing such Series the date of maturity of such Series, or by such other factors as may be determined by the Authority pursuant to the advice of Sutro & Co. Incorporated, as financial advisor for the Program (the "Financial Advisor");

NOW, THEREFORE, the Board of the District hereby resolves as follows:

Section 1. Recitals. All of the above recitals are true and correct and the District so finds, determines, and represents.

Section 2. Authorization of Issuance of Note: Terms. The District hereby determines to borrow, solely for the purpose of anticipating taxes, income, revenue, cash receipts and other moneys to be received by the District during or attributable to fiscal year 2000-2001, an aggregate principal amount not to exceed the Maximum Principal Amount by the issuance, by the District, of a temporary note under Sections 53850 et seq. of the Code designated as the District's "2000 Tax and Revenue Anticipation Note." The Note shall be dated the date of delivery thereof; shall mature (without option of prior redemption) not more than 15 months from said date of delivery on a date indicated on the face of the Note and set forth in the Pricing Confirmation (as defined below), or if such date is not a day on which banks in New York or California are open for business, on the first business day prior to such date; and shall bear interest, payable on the dates set forth in the Note and computed on a 30-day month/360-day year basis, at the rate indicated on the face of the Note and set forth in the Pricing Confirmation (the "Note Rate"), but not in excess of twelve percent (12.0%) per annum. If the Note is not fully paid at maturity, then the unpaid portion thereof shall continue to bear interest thereafter at the Default Rate to be set forth in the Pricing Confirmation. Both the principal of and interest on the Note shall be payable only upon surrender thereof, in lawful money of the United States of America, at the corporate trust office of the Trustee, Which Trustee is hereby designated to be the Paying Agent for the Note (the "Paying Agent").

Section 3. Form of Note. The Note shall be issued in registered form without coupons and shall be substantially in the form and substance set forth in Exhibit A attached hereto and by reference incorporated herein, the blanks in said form to be filled in with appropriate word and figures.

Section 4. Sale of the Note. The Note shall be sold to the Authority, pursuant to the Note Purchase Agreement. The form of the Note Purchase Agreement, including, the form of the pricing confirmation supplement (the "Pricing Confirmation") set forth as Exhibit B thereto, 03/30/00 – B1 page 1

presented to this meeting is hereby approved. The Chancellor, the Vice Chancellor, the Controller, the Chief of Business Officer or any other person designated by the Chancellor of the District (the "Authorized Representatives") are each hereby authorized and directed to execute (which execution shall be accomplished by execution of the Pricing Confirmation) and deliver the Note Purchase Agreement (including the Pricing Confirmation) in substantially said form, with such changes thereto as such Authorized Representative shall approve, such approval to be conclusively evidenced by his or her execution and delivery thereof, provided, however that the interest rate on the Note shall not exceed twelve percent (12.0%) per annum, the discount on the Note, when added to the District's share of the costs of issuance of the Bonds, shall not exceed one and one-half percent (1.5%), and the Principal Amount shall not exceed the Maximum Principal Amount.

Section 5. Program Approval. The District's participation in the Program is approved; provided, however, that the District's decision to participate in the Program shall not be binding on the District until the execution and delivery of the Pricing Confirmation.

The District acknowledges that the Authority will execute and deliver the Indenture, (currently on file with the District), to the Trustee in substantially said form, with such changes thereto as an Authorized Representative shall approve, such approval to be conclusively evidenced by execution and delivery of the Pricing Confirmation. The District authorizes and requests the Authority to issue Bonds pursuant to and as provided in the Indenture as finally executed.

The District acknowledges that the Authority, acting upon the advice of the Financial Advisor, may seek such credit enhancement for the note and for the Series of Bonds related thereto as it deems necessary or desirable. The District agrees to be bound by the terms of such credit enhancement, if any, and the agreements related thereto. The District's approval of such credit enhancement, if any, and the agreements related thereto shall be conclusively evidenced by execution and delivery of the Pricing Confirmation. Each Authorized Representative is authorized to execute and deliver, on behalf of the District, all agreements related to credit enhancement for the Note and for the Series of Bonds related thereto that such Authorized Representative shall approve, such approval to be conclusively evidenced by execution and delivery of such agreements.

The Authorized Representatives of the District are hereby, authorized and directed to provide the Financial Advisor with such information relating to the District as the Financial Advisor shall reasonably request for inclusion in the Preliminary Official Statement and Official Statement related to the Bonds. Upon inclusion of the information relating to the District therein, the Preliminary Official Statement is, except for certain omissions permitted by Rule 15c2-12 of the Securities Exchange Act of 1934, as amended (the "Rule"), hereby deemed final within the meaning of the Rule with respect to the District. If, at any time prior to the execution of the Pricing Confirmation, any event occurs as a result of which the information contained in the Preliminary Official Statement related to the District might include an untrue statement of a material fact or, omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading; the District shall promptly notify the Financial Advisor.

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The District agrees to pay or cause to be paid, in addition to the amounts payable under the Note, its share of any fees or expenses of the Trustee in connection with its participation in the Program, as determined in accordance with the Indenture. Such additional fees and expenses will be paid by the District within twenty-five (25) days of receipt by the District of a bill therefor from the Trustee.

Section 6. Transfer; Exchange. The Note shall initially be registered in the name of the Authority. Thereafter, the Note may not be transferred or exchanged except for a transfer to a provider of credit enhancement for the Note or for the Series of Bonds related thereto as provided by the terms of such credit enhancement and any agreement related thereto.

Section 7. Deposit of Note Proceeds; No Arbitrage. A portion of the proceeds from the sale of the Note, in an amount equal to the District's share of the costs of issuance (including, any fees and expenses incurred in connection with credit enhancement) of the Note and of the Series of Bonds related to the Note, shall be deposited in the Costs of Issuance Fund established under the Indenture and expended as directed by the Authority on costs of issuance as provided in the Indenture. The remainder of the proceeds from the sale of the Note shall be deposited in the Proceeds Fund established under the Indenture and, until transferred pursuant to a requisition of the District, be invested in Permitted Investments (as defined in and under the terms of the Indenture) as directed by the Authority. While they are on deposit in the Proceeds Fund, proceeds from the sale of the Note shall constitute additional security for repayment of the Note. Upon requisition submitted to the Trustee in accordance with the Indenture, the Note proceeds deposited in the Proceeds Fund shall be transferred to or on behalf of the District for any purpose for which the District is authorized to use and expend moneys. The District hereby covenants that it will make no use of the proceeds of the Note that would cause the Note to be an "arbitrage bond" under Section 149 of the Code; and, to that end, so long, as the Note is outstanding, the District, and all of its officers having custody or control of such proceeds, shall comply with all requirements of said section, including restrictions on the use and investment of proceeds of the Note and the rebate of a portion of investment earnings on certain amounts, including proceeds of the Note, if required, to the Federal government, and of the Income Tax Regulations of the United States Treasury), promulgated thereunder or under any predecessor provisions. to the extent that such regulations are, at the time, applicable and in effect, so that the Note will not be an "arbitrage bond."

Section 8. Payment of Note.

(A) Source of Payment. The principal amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during fiscal year 2000-2001 and which are available therefor. The Note shall be a general obligation of the District, and to the extent the Note is not paid from the Pledged Revenues defined below, the Note shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as provided herein and by law.

(B) Pledged Revenues. As security for the payment of the principal of and interest on the Note, the District hereby pledges certain unrestricted revenues (as further described in the following paragraph, the "Pledged Revenues") which are received by the District in the months specified in the Pricing Confirmation as Pledge Months (each a "Pledge Month" and collectively the "Pledge Months"). The term "unrestricted revenues" shall mean taxes, income, revenue, cash receipts, and other money of the District as provided in Section 53856 of the Act, which are intended as receipts for the general fund of the District and which are generally available, for the payment of current expenses and other obligations of the District.

With respect to each Pledge Month, the amount of unrestricted revenues which shall constitute Pledged Revenues will be equal to a percentage of the Principal Amount plus a percentage of the interest due on the Note on the applicable interest payment dates, including maturity, such percentages, and dates to be specified in the Pricing Confirmation. Any one of the Authorized Representatives of the District is hereby authorized to approve the determination of the Pledge Months and the amount of Pledged Revenues with respect to each Pledge Month by executing and delivering the Pricing Confirmation, such execution and delivery to be conclusive evidence of approval by this Board and such Authorized Representative.

The principal of the Note and the interest thereon shall be a first lien and charge against and shall be payable from the first moneys received by the District from such Pledged Revenues, as provided by law.

In the event that there are insufficient unrestricted revenues received by the District to permit the deposit into the Repayment Account, as hereinafter defined, of the full amount of Pledged Revenues to be deposited from unrestricted revenues in any Pledge Month, then the amount of any deficiency shall be satisfied and made up from any other moneys of the District lawfully available for the repayment of the Note and the interest thereon.

(C) Deposit of Pledged Revenues in Repayment Account. Pledged Revenues shall be held by the District in a special account within the District's general fund designated as the District's " 2000 Tax and Revenue Anticipation Note Repayment Account" (the "Repayment Account") and applied as directed in this resolution. Any moneys placed in the Repayment Account shall be for the benefit of the holder of the Note, and until the Note and all interest thereon are paid or until provision has been made for the payment of the Note at maturity, with interest to maturity, the moneys in the Repayment Account shall be applied only for the purposes for which the Repayment Account is created. Upon the written request of the Trustee or any provider of credit enhancement for the Note or the Series of Bonds related thereto, the District shall, within ten (10) Business Days following its receipt of such request, provide written evidence that the deposits to the Repayment Account required by this resolution have been made. In addition, the District shall provide such additional financial information as may be required by any provider of credit enhancement for the Note or the Series of Bonds related thereto.

(D) Disbursement of Moneys in Repayment Account. The District shall, to the extent necessary to pay the principal of and the interest on the Note, cause the moneys in the Repayment Account to be transferred to the Trustee at least five (5) Business Days (as 03/30/00 – B1 page 1

defined in the Indenture prior to the date that interest on the Note must be paid, as applicable, and prior to the maturity of the note. Moneys so transferred to the Trustees shall be deposited in the appropriate Bond Payment Fund established under the Indenture and applied to the payment of the principal of and interest on the Note when due and at maturity, as provided in the Indenture. In the event that moneys in the Repayment Account are insufficient to pay the principal of and interest on the Note when due and at maturity, such moneys shall be applied first to pay interest on the Note and second to pay principal of the Note. Any moneys remaining in or accruing, to the Repayment Account after the principal of and the interest on the Note have been paid, or provision for such payment has been made, shall be transferred to the general fund of the District, subject to any other disposition required by the Indenture.

Section 9. Execution and Delivery of Note. The Note shall be executed by the manual or facsimile signature of an Authorized Representative and countersigned by the manual or facsimile signature of the Secretary or the Clerk of the Board. The proper officers of the District are hereby requested to deliver the Note to the Authority.

Section 10. Covenants and Warranties.

(A) It is hereby covenanted and warranted by the District that all representations and recitals contained in this resolution are true and correct.

(B) The District shall not incur any indebtedness secured by a pledge of its unrestricted revenues unless such ledge is subordinate in all respects to the pledge of unrestricted revenues hereunder.

(C) So long as any Bonds issued in connection with the Note are outstanding, the District will not create or suffer to be created any pledge of or lien on the Note other than the pledge and lien of the Indenture.

(D) The District and its appropriate officials have duly taken, or will take, all proceedings necessary to be taken by them for the levy, collection and enforcement of the Pledged Revenues in accordance with the law and for carrying out the provisions of this resolution and the Note.

Section 11. Ratification and Approval of Past and Future Actions. All actions heretofore taken by the officers and agents of the District with respect to the Note, the Bonds, and the Program are hereby approved, confirmed and ratified, and the officers and agents of the District are hereby authorized and directed to do any and all things and take any and all actions which they, or any of them, may, deem necessary or advisable in order to consummate the lawful issuance and delivery of the Note and the District's participation in the Program in accordance with this resolution and resolutions hereafter adopted by the District. The Authorized Representatives are hereby designated as "Authorized District Representatives" under the Indenture.

Section 12. Events of Default and Remedies.

If any of the following events occur, it is hereby defined as and declared to be and to
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constitute an "Event of Default":

(A) Failure by the District to make or cause to be made the transfers and deposits to the Repayment Account or any other payment required to be paid hereunder on or before the date on which such transfer, deposit or other payment is due and payable;

(B) Failure by the District to observe and perform any covenant, condition or agreement on its part to be observed or performed under this resolution, for a period of fifteen (15) days after written notice, specifying, such failure and requesting that it be remedied, is given to the District by the Paying Agent, unless the Paying Agent shall agree in writing to an extension of such time prior to its expiration;

(C) Any warranty, representation or other statement by or on behalf of the District contained in this resolution or the Note Purchase Agreement (including the Pricing Confirmation) or in any requisition or any financial report delivered by the District or in any instrument furnished in compliance with or in reference to this resolution or the Note. Purchase Agreement or in connection with the Note, is false or misleading in any material respect;

(D) A petition is filed against the District under any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law of any jurisdiction, whether now or hereafter in effect, and is not dismissed within 30 days after such filing, but the Paying Agent shall have the right to intervene in the proceedings prior to the expiration of such 30 days to protect its interests and the interests of the registered owner of the Note;

(E) The District files a petition in voluntary bankruptcy or seeking relief under any provision of any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law of any jurisdiction, whether now or hereafter in effect, or consents to the filing of any petition against it under such law; or

(F) The District admits insolvency or bankruptcy or is generally not paying its debts as such debts become due, or becomes insolvent or bankrupt or makes an assignment for the benefit of creditors, or a custodian (including without limitation a receiver, liquidator or trustee) of the District or any of its property is appointed by court order or takes possession thereof and such order remains in effect or such possession continues for more than 30 days, but the Paying Agent shall have the right to intervene in the proceedings prior to the expiration of such 30 days to protect its interests and the interests of the registered owner of the Note.

Whenever any Event of Default referred to in this Section shall have happened and be continuing, the Paying Agent shall, in addition to any other remedies provided herein or by law or under the Indenture, have the right, at its option without any further demand or notice, to the one or any combination of the following remedial steps:

(1) Without declaring the Note to be immediately due and payable, require the District to pay to the Paying Agent an amount equal to the principal of the Note and interest thereon to maturity, plus all other amounts due hereunder, and upon notice to the District the

same shall become immediately due and payable by the District without further notice or demand; and

(2) Take whatever other action at law or in equity (except for acceleration of payment on the Note) which may appear necessary or desirable to collect the amounts then due and thereafter to become due hereunder or to enforce any other of its rights hereunder.

Section 13. Proceedings Constitute Contract. The provisions of the Note and of this resolution shall constitute a contract between the District and the registered owner of the Note, and such provisions shall be enforceable by mandamus or any other appropriate suit, action or proceeding at law or in equity in any court of competent jurisdiction, and shall be irrevocable.

Section 14. Request to Borrow: Transmittal of Resolution. The Note shall be issued in conjunction with the note or notes of one or more other community college districts, as described in Section 53 853(b) of the Act. Following its adoption by the Board, signed copies of this resolution shall be transmitted by the Secretary of the Board to the treasurer of the county (the "County") in which the District is located, to the County's board of supervisors (the "County Board"), and to the County's superintendent of schools. Transmittal of this resolution to the County Board shall constitute a request by the Board for borrowing and for the issuance of the Note by the County Board. This resolution is based on the assumption that the County Board will fail to authorize, by resolution, the issuance of the Note within 45 calendar days of its receipt hereof or that the County Board will notify the District that it will not authorize the issuance of the Note within such 45-day period. If within such 45-day period the County Board authorizes, by resolution, issuance of the Note, then, notwithstanding this resolution, the Notes shall be issued in the name of the District by the County Board pursuant to such resolution of the County Board.

Section 15. Limited Liability. Notwithstanding anything, to the contrary contained herein or in the Note or in any other document mentioned herein or related to the Note or to any Series of Bonds to which the Note may be assigned, the District shall not have any liability hereunder or by reason hereof or in connection with the transactions contemplated hereby except to the extent payable from moneys available therefor as set forth in Section 8 hereof.

Section 16. Amendments. At any time or from time to time, the District may adopt one or more Supplemental Resolutions, without the necessity, for consent of the owner of the Note, for any one or more of the following purposes:

(A) to add to the covenants and agreements of the District in this Resolution, other covenants and agreements to be observed by the District which are not contrary to or inconsistent with this Resolution as theretofore in effect;

(B) to add to the limitations and restrictions in this Resolution, other limitations and restrictions to be observed by the District which are not contrary to or inconsistent with this Resolution as theretofore in effect,

(C) to confirm, as further assurance, any pledge under and the subjection to any, lien or pledge created or to be created by, this Resolution, of any monies, securities or funds, or to establish any additional funds or accounts to be held under this Resolution;

(D) to cure any ambiguity, supply any omission, or cure or correct any defect or, inconsistent provision in this Resolution; or

(E) to amend or supplement this Resolution in any other respect; provided, however, that any such Supplemental Resolution does not adversely affect the interests of the owner of the Note.

Any modification or amendment of this Resolution and of the rights and obligations of the District and of the owner of the Note may be made by a Supplemental Resolution, with the written consent of the owner of the Note; provided, however, that if such modification or amendment will, by its terms, not take effect so long as the Note remains outstanding, the consent of the owner of the Note shall not be required. No such modification or amendment shall change or modify any of the rights or obligations of the Paying Agent without its written assent thereto.

In addition to the amendments permitted by the above paragraphs, this Resolution, including the form of the Note, may be amended at any time prior to the execution and delivery of the Note pursuant to the Note Purchase Agreement or the Indenture, the provisions of which are incorporated herein by reference to the extent that they relate to the Note, the District, and the District's participation in the Program. Any amendment of this Resolution pursuant to this paragraph shall not require the execution and delivery of a Supplemental Resolution.

Section 17. Severability. In the event any provision of this Resolution shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 18. Appointment of Bond Counsel. The law firm of Stradling Yocca Carlson & Rauth, a Professional Corporation, San Francisco, California is hereby appointed as Bond Counsel for the Note and for the Program. The District acknowledges that Bond Counsel regularly performs legal services for many private and public entities in connection with a wide variety of matters, and that Bond Counsel has represented, is representing or may, in the future represent other public entities, underwriters, trustees, rating agencies, insurers, credit enhancement providers, lenders, financial, and other consultants who may have a role or interest in the proposed financing or that may be involved with or adverse to the District in this or some other matter. Given the special, limited role of Bond Counsel described above the District acknowledges that no conflict of interest exists or would exist, waives any conflict of interest that might appear to exist, and consents to any and all such relationships.

Section 19. Effective Date. This Resolution shall take effect from and after its date of adoption.

PASSED AND ADOPTED by the District this _____ day of _____, 2000, by the following vote:

AYES:

NOES:

ABSENT:

President, Board of Trustees

Attest:

Secretary, Board of Trustees

EXHIBIT A

2000 TAX AND REVENUE ANTICIPATION NOTE

Registered No. 1 _____ \$ _____

Registered owner:

Rate of Interest:	Maturity Date:	Note Date:	Interest Payment Date(s):	CUSIP:
____%	_____	_____	_____ _____	_____

REGISTERED OWNER:

PRINCIPAL AMOUNT:

FOR VALUE RECEIVED, the San Francisco Community College District (the "District") acknowledges itself indebted to and promises to pay the Registered Owner identified above, at the corporate trust office of U.S. Trust Company National Association, in Los Angeles, California, (the "Paying, Agent"), the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, together with interest thereon at the Rate of Interest per annum set forth above (computed on the basis of a 360-day year of twelve 30-day months) in like lawful money from the Note Date specified above until payment in full of said principal sum. Both the principal of and interest on this Note shall be payable as specified above; provided, however, no interest shall be payable for any period after maturity, during which the holder hereof fails to properly present this Note for payment.

It is hereby certified, recited and declared that this Note has been made, executed and given pursuant to and by authority of a resolution of the Board of Trustees of the District duly passed and adopted under and by authority of Article 7.6 (commencing with Section 53850) of Chapter 4, Part 1, Division 2, Title 5, California Government Code, and that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this Note have existed, happened and been performed in regular and due time, form and manner as required by law, and that this Note, together with all other indebtedness and obligations of the District, does not exceed any limit prescribed by the Constitution or statutes of the State of California.

The principal amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys that are received by the District during, fiscal year 2000-2001. As security for the payment of the principal of and interest on the Note the District has pledged an amount equal to fifty percent (50%) of the principal

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amount of the Note plus fifty percent (50%) of the interest due on the Note from the unrestricted revenues received by the District in the month ending; and an amount equal to fifty percent (50%) of the principal amount of the Note plus fifty percent (50%) of the interest due on the Note at maturity from the unrestricted revenues received by the District in the month ending_____, (such pledged amounts being hereinafter called the "Pledged Revenues"); and the principal of the Note and the interest thereon shall constitute a first lien and charge thereon and shall be payable from the Pledged Revenues, and to the extent not so paid shall be paid from any other moneys of the District lawfully available therefor.

The District and the Paying Agent may deem and treat the registered owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and neither the District nor the Paying Agent shall be affected by any notice to the contrary.

IN WITNESS WHEREOF, the District has caused this Note to be signed by the manual or facsimile signature of its Authorized Representative and countersigned by, the manual or facsimile signature of the Secretary of its Board of Trustees, each as of the Note Date.

SAN FRANCISCO COMMUNITY

COLLEGE DISTRICT

By_____

Authorized Representative

Countersigned:

By_____
Secretary, Board of Trustees

EXHIBIT B

NOTE PURCHASE AGREEMENT

THIS NOTE PURCHASE AGREEMENT, dated as of the purchase date (the "Purchase Date") specified in the Pricing Confirmation Supplement attached hereto as Exhibit A (the "Pricing Supplement"), is entered into by and between the California Community College Financing Authority (the "Authority") and the community college district (the "District") named in the Pricing Supplement.

WITNESSETH:

WHEREAS, community college districts are authorized by Article 7.6, Chapter 4, Part 1, Division 2, Title 5 of the Government Code of the State of California (the "Act") to borrow money by the issuance of temporary notes;

WHEREAS, the District's board of trustees (the "Board") has adopted a resolution (the "Resolution") determining to borrow, solely for the purpose of anticipating taxes, income, revenue, cash receipts and other moneys to be received by the District during or attributable to its fiscal year 2000-2001, an aggregate principal amount not to exceed the Maximum Principal Amount (as defined in the Resolution) by the issuance by the District of a temporary note designated as the District's 2000 Tax and Revenue Anticipation Note (the "Note");

WHEREAS, the District has determined that it is in the best interests of the District to participate in the Community College League of California Cash Flow Financing Program (the "Program"), whereby participating community college districts (the "Participating Districts") will simultaneously issue tax and revenue anticipation notes for purchase by the Authority;

WHEREAS, as part of the Program, the Authority "will issue its 1999 Tax and Revenue Anticipation Bonds (the "Bonds") pursuant to an Indenture (the "Indenture") between the Authority and Norwest Bank Minnesota, N.A. (the "Trustee"), Which Bonds will be secured by the 1999 tax and revenue anticipation notes of the Participating, Districts;

WHEREAS, in order to participate in the Program, the District has agreed to be responsible for its share of the fees and expenses of the Trustee and the costs of issuing the Bonds, which anticipated fees, expenses and costs of issuance will be deducted from the purchase price set forth in the Pricing Supplement and which unanticipated fees, expenses and costs of issuance will be billed to the District as the same may arise; and

WHEREAS, the costs of issuance which will be deducted from the purchase price set forth in the Pricing Supplement shall not exceed one and one-half percent (1.5%) of the principal amount of the Note;

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NOW, THEREFORE, for good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

Section 1. Purchase and Sale of the Note. Upon the terms and conditions and in reliance upon the representations, warranties and agreements set forth herein, the Authority hereby agrees to purchase from the District, and the District hereby agrees to sell to the Authority, the Note, as described herein and in the Resolution.

Section 2. Purchase Price. The purchase price of the Note shall be the purchase price set forth in the Pricing Supplement. The Note shall bear interest at the interest rate per annum set forth in the Pricing Supplement, which is hereby agreed to by and between the Authority and the District by its duly authorized representative executing this Purchase Agreement on behalf of the District.

Section 3. Adjustments to Principal Amount of Note and Purchase Price. The Authority and the District hereby agree that the principal amount of the Note shall be reduced, as determined by the Authority and the District, based upon the advice of Stradling Yocca Carlson & Rauth, a Professional Corporation ("Bond Counsel"), in order that the proceeds produced from the sale of the Note will be an amount which will not be subject to either (i) yield restriction (in order for interest to be excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code")) or (ii) a rebate requirement (under Section 148 of the Code). The Authority and the District hereby further agree that the purchase price of the Note shall be reduced as a result of the reduction of the principal amount of the Note as may be agreed upon by the Authority and the District.

Section 4. Delivery of and Payment for the Note. The delivery of the Note (the "Closing") shall take place at 8:00 a.m., California time, on the closing, date set forth in the Pricing Supplement or at such other time or date as may be mutually agreeable to the Participating Districts, the Authority and the Original Purchaser, at the San Francisco office of Stradling Yocca Carlson & Rauth, a Professional Corporation or such other place as the Participating Districts, the Authority and the Original Purchaser shall mutually agree. At the Closing, the District shall cause the Note to be delivered to the Authority, duly executed and authenticated, together with the other documents hereinafter mentioned, and the proceeds of the purchase price Of the Note set forth in the Pricing, Supplement shall be deposited in an amount indicated in the Pricing, Supplement as the Deposit to Proceeds Fund which shall be held by the Trustee for the District in the amount attributable to the District under the Indenture and the remainder in the Costs of Issuance Fund held thereunder. The Note shall be made available to the Authority or the Original Purchaser for inspection at least 24 hours prior to the Closing.

If at any time prior to 90 days after the Closing Date. Any event occurs as a result of which information relating to the District included in the official statement of the Authority related to the Bonds (the "Official Statement") contains an untrue statement of a material fact or omits to state any material fact necessary to make the statements therein in light of the circumstances under which they were made not misleading, the District shall promptly notify

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the Authority and the Original Purchaser thereof, and if, in the opinion of the Authority or the Original Purchaser, such event requires the preparation and publication of a supplement or amendment to the Official Statement the District shall cooperate with the Authority and the Original Purchaser in the preparation of an amendment or supplement to the Official Statement in a form and in a manner approved by the Authority and the Original Purchaser, and all reasonable expenses incurred thereby shall be paid by the Original Purchaser.

Section 5. The Note. The Note shall be issued in registered form, without coupons, in the principal amount set forth in the Pricing Supplement.

Section 6. Representations and Warranties of the District. The District represents and warrants to the Authority and the Original Purchaser that:

- (a) All representations and warranties set forth in the Resolution are true and correct on the date hereof and are made for the benefit of the Authority and the Original Purchaser as if set forth herein.
- (b) A copy of the Resolution has been delivered to the Authority, and the Resolution will not be amended or repealed without the consent of the Authority, which consent will not be unreasonably withheld.

Section 7. Conditions Precedent to the Closing. Conditions precedent to the Closing are as follows:

- (a) The execution and delivery of the Note consistent with the Resolution.
- (b) Delivery of each certificate, document, instrument and opinion required by the Official Notice of Sale related to the Bonds.
- (c) Delivery of such other certificates, instruments or opinions as Bond Counsel may deem necessary or desirable to evidence the due authorization, execution and delivery of documents pertaining to this transaction, the legal, valid and binding nature thereof, and compliance of all parties with the terms and conditions thereof.
- (d) Delivery of a legal opinion addressed to the District (with a reliance letter to the Authority and the Credit Provider), dated the date of Closing, of counsel to the District with respect to the validity of the Note, in form and substance acceptable to the Authority.

Section 8. Events Permitting the Authority to Terminate. The Authority may terminate its obligation to purchase the Note at any time before the Closing, if any, of the following, occurs:

- (a) Any legislative, executive or regulatory action (including the introduction of legislation) or any court decision which, in the judgment of the Authority, casts sufficient doubt on the legality of the Note or the tax-exempt status of interest on obligations such as the Bonds, so as to impair materially the marketability or to reduce materially the market price of such obligations;

(b) Any action by the Securities and Exchange Commission or a court which would require registration of the Note, the Bonds or any instrument securing the Note or Bonds under the Securities Act of 1933, as amended, in connection with the public offering thereof, or qualification of the Resolution or the Indenture under the Trust Indenture Act of 1939, as amended;

(c) Any restriction on trading in securities, or any banking moratorium, or the inception or escalation of any war or major military hostilities which, in the judgement of the Authority, substantially impairs the ability of the Original Purchaser to market the Bonds; or

(d) The Original Purchaser terminates its obligation to purchase the Bonds pursuant to the terms of the Contract of Purchase related to the Bonds.

Neither the Original Purchaser nor the Authority shall be responsible for the payment of any fees, costs or expenses of the issuance, offering and sale of the District's Note except the Original Purchaser shall be responsible for California Debt and Investment Advisory Commission fees and for its own internal costs. The fees, costs and expenses that are categorized in the "Costs of Issuance" definition in the Indenture shall be paid from the Costs of Issuance Fund. The District shall pay any additional costs attributable to it as set forth in the Indenture other than the fees, costs and expenses so payable from the Costs of Issuance Fund.

Section 9. Limited Liability. Notwithstanding anything to the contrary contained herein or in the Note or in any other document mentioned herein or related to the Note or to the Bonds, the District shall not have any liability hereunder or by reason hereof or in connection herewith or with the transactions contemplated hereby except to the extent payable from moneys available therefor as set forth in Section 8 of the Resolution.

Section 10. No Assignment. The Purchase Agreement has been made by the District and the Authority, and no person other than the District and the Authority or their successors or assigns shall acquire or have any right under or by virtue of the Purchase Agreement. All of the representations, warranties and agreements contained in the Purchase Agreement shall survive the delivery of and payment by the Authority for the Note and any termination of the Purchase Agreement.

Section 11. Applicable Law. The Purchase Agreement shall be interpreted, governed and enforced in accordance with the laws of the State of California.

Section 12. Effectiveness. The Purchase Agreement shall become effective upon the execution hereof by the Authority and execution of the Pricing Supplement by the District, and the Purchase Agreement, including the Pricing Supplement, shall be valid, binding and enforceable from and after the time of such effectiveness.

Section 13. Severability. In the event any provision of the Purchase Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding, shall not invalidate or render unenforceable any other provision hereof.

Section 14. Headings. Any headings preceding, the text of several sections hereof shall be solely for convenience of reference and shall not constitute a part of this Agreement, nor shall they affect its meaning, construction or effect.

Section 15. Execution in Counterparts. This Purchase Agreement may be executed and entered into in several counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Purchase Agreement to be executed by their duly authorized representatives as of the Purchase Date. The District shall execute this Purchase Agreement by executing and delivering the Pricing Supplement.

CALIFORNIA COMMUNITY COLLEGE

FINANCING AUTHORITY

By: _____

Executive Director

Exhibit A

Pricing Confirmation Supplement

District: _____

Pricing Information

Principal Amount of Note: \$ _____

Interest Rate on Note: _____ %

Re-Offering Yield: _____ %

Net Interest Cost: _____ %

Default Rate: _____ %

Purchase Price: \$ _____

Less: Costs of Issuance: _____ %

Deposit to Proceeds Account: \$ _____

Important Dates

Purchase Date: ____/____/2000

Closing, Date: ____/____/2000

Maturity Date: ____/____/2000

Interest Payment Date(s):
____/____/2001
____/____/2001
____/____/2001

Principal Repayment Date: ____/____/2000

First Pledge Month:
Pledge Amount: \$ _____
Pledge Percentage: _____ %

Second Pledge Month:
Pledge Amount: \$ _____
Pledge Percentage: _____ %

03/30/00 – B1 page 1

The undersigned (the "Authorized Representative") certifies that he or she has reviewed the Note Purchase Agreement (the "Purchase Agreement") to which this Pricing Confirmation Supplement (the "Pricing Supplement") is attached as Exhibit A. By execution of this Pricing Supplement, the District acknowledges, agrees and directs, as the case may be, as follows:

1. Capitalized terms not otherwise defined herein shall have the meanings ascribed thereto in the Purchase Agreement or, if not defined in the Purchase Agreement, in the Indenture.
2. The undersigned has been duly authorized by the Board to execute this Pricing Supplement and to take the other actions contemplated herein.
3. The representations, warranties and covenants set forth in Section 10 of the Resolution are true and correct on and as of the date hereof.
4. The information related to the District contained in the Preliminary Official Statement related to the Bonds, including the Appendices thereto, does not contain any untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading.
5. The District agrees to provide the required Payment Account Deposit Certification (upon a request therefor) in accordance with the Indenture.
6. The District hereby directs the Trustee to transfer, at least five (5) Business Days (as defined in the Indenture) prior to an interest payment date, if appropriate, and the Note Maturity Date (as defined in the Indenture), the moneys in the Payment Account (if held by the Trustee) to the Bond Payment Fund (as defined in the Indenture).

IN WITNESS WHEREOF, the District has caused this Pricing Confirmation Supplement to be executed by its duly authorized representative as of the Purchase Date. By its execution and delivery of this Pricing Confirmation Supplement, the District agrees to and accepts the terms of the Purchase Agreement, including this Pricing Confirmation Supplement.

By: _____

Authorized Representative



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

B2

DATE: March 30, 2000

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUNDS

**Authorization to award special services contract
with Embanet Corporation
(Resolution No. 000330-B2)**

BACKGROUND INFORMATION:

Community colleges across the state and the nation have begun offering courses on-line over the internet. These courses have been very successful in meeting the educational needs of various student populations. Most of the colleges offering on-line instruction have experienced high demand for additional offerings in diverse areas of their curriculum. On-line instruction will provide City College of San Francisco the opportunity to enroll people from our service area who have not previously been involved in the College's offerings. In addition, a significant number of students from our current student population will have the opportunity to combine traditional classes with on-line classes to better meet their scheduling needs and educational objectives. The development of on-line instruction will allow City College to assume leadership in providing the people of our "wired community" with courses that meet their needs in an instructional format that provides convenience and flexibility while maintaining academic rigor.

The College has initiated a pilot project in which ten faculty will develop eight courses to be offered entirely on-line. The College plans to offer these pilot courses beginning in fall 2000. They include the following:

BEMA 103: Mass Media and Society
CHEM 110: Chemistry for Non-Majors
ESL 71: Advanced Editing
ESL 82: Advanced Composition
PHYS 12: Introduction to Human Anatomy
SMBS 135: Ownership and Operation of Small Businesses
INTR 162: Survey of International Business
LIO 10: Use of Information Resources

03/30/00 – B2 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR

To ensure the success of these courses and to provide our students and faculty with a positive and productive experience with on-line instruction, City College wishes to contract with a company that specializes in supporting this type of instruction.

City College staff and faculty evaluated a number of vendors and chose Embanet Corporation as platform and services that offered the best fit for the College's needs at the lowest cost. The basic costs include the following:

- One-time set up fee: \$3,500
- Annual renewal fee (starting in the second year): \$995
- Semester-length student user fee: \$45 per student.
- On-line training for faculty and staff @ \$345/staff member

The following services are included with the annual and user fees: (1) server hosting for an unlimited number of on-line courses; (2) use of a flexible software package for course development and course offerings; (3) a 7 day/24 hour toll-free help desk for students and faculty; (4) two facilitator training courses for College staff who assist faculty in course development. The user fee is charged on a "per-student" basis; therefore, students can take multiple on-line courses in the same semester with no additional cost to the District. In addition, the user fee is discounted to \$35, \$28, and \$23 when the total number of students per semester increases to over 500, 1000, and 2,000 students respectively.

The projected cost for Embanet services for the one-year pilot would be a maximum of \$8,970 for advanced technical training for faculty and staff (up to 25 staff trained including a second contingent of faculty developing courses for spring 2001); \$33,750 for approximately 750 students enrolled in on-line courses in the fall and spring semesters in 2000/01 (at \$45/student/semester); and the \$3,500 one-time set-up fee, for a total projected cost of approximately \$46,220. This estimate is based on strong enrollment projections without discounts for total enrollments over 500 students per semester. These costs will be offset by contribution these courses will make toward the College's 2000/01 growth goals.

The initial contract is for three year's and will guarantee the cost for services during that period. The College can terminate the agreement with six month's notice. Aside from the \$3,500 start up fee, each of the other costs is billed for the actual number of training sessions or students registered for the courses.

The cost for this contract will be funded by the General Fund's instructional budget.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Embanet Corporation for services specified above from March 30, 2000 through June 30, 2003 at a first year cost not to exceed \$46,220 with an option to continue for two additional years, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Dr. Bruce Smith, Originator
Mamie How, Originator

03/30/00 - B2 page 3



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000 **B3**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND
Approval of Equipment Leasing
(Resolution No: 000330-B3)

BACKGROUND INFORMATION:

City College of San Francisco is currently using five Hewlett Packard 9000 servers to provide administrative information systems support, instructional support and library support. Three of the servers are over six years old. One of the servers is on a 3-year lease, which expires in June 2000. The Information Technology Services Department (ITS), has explored the costs of leasing four new Hewlett Packard, N-class servers to replace four of the current servers, excluding the Library server, while keeping the operational costs neutral. On December 16, 1999, by Resolution No: 991216-B5, the Board authorized the leasing of the first server.

This resolution authorizes a lease from Hewlett Packard Company of for the remaining three servers, need to be replaced. These include the current HP 9000 T-600 server, Gold, which is used for SCT Banner production, the Hills server, which provides computer access to approximately 6,000 students who need the resources as part of their instructional programs, and the Fog server, which provides computer resources to faculty and staff for email and Internet access. In addition, the staff has been able to negotiate the inclusion of one additional smaller server in the lease package, while keeping the operational costs (lease costs plus maintenance) neutral. This server supports a new function, Web access to Banner for students and CCSF faculty and staff. On September 30, 1999, by Resolution No. 990930-B1, the Board authorized a contract with SCT for the procurement of the SCT "Web For" suites software to provide Web access to Banner. The entire package of the three replacement servers and the additional new server will cost \$201,421 annually and \$805,684 over the four-year-lease period. The four-year lease package includes 4 N-class servers (\$418,876), hardware/software maintenance and support (\$248,390), installation (\$26,040) and finance charges (\$112,378).

03/30/00 – B3 page 1

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The difference in costs for the 2000-2001 fiscal year between keeping the old equipment and leasing the new equipment, with one additional server is an increase of \$2,456 annually.

<u>Cost of New Equipment</u>	<u>Annual</u>	<u>Total 4-year cost</u>
Server Authorized in Dec. 99 by Resolution No. 991216-B5	\$148,338	\$538,960
Servers in Current Resolution	<u>\$201,421</u>	<u>\$805,684</u>
Total	\$336,161	\$1,344,644

As the equipment will be procured through CMAS (California Multiple Award Schedule), further bidding is not required.

The funds to cover the cost of the leasing of the new HP servers are in the ITS Department operational budget.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Hewlett Packard Company for the leasing of computer equipment, software and hardware and software maintenance for a period of 48 months beginning after March 30, 2000 for an annual cost not to exceed \$201,421 and total cost not to exceed \$805,684, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Mamie How, Originator

03/30/00 – B3 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B4

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND

Approval of Software Licensing with Oracle Corporation

(Resolution No: 000330-B4)

BACKGROUND INFORMATION:

By Resolution No. 921119 - B18, the Board of Trustees authorized a contract with Oracle Corporation to provide licensing for the use of their Oracle Database Management Software for both academic and administrative use. City College of San Francisco's current administrative information system uses SCT's Banner software, which requires the use of the Oracle database. The College also teaches courses in Oracle, which requires the use of the software. In 1992, the College licensed the use of Oracle for 200 concurrent users. For a number of years, particularly before the implementation of the Banner Student module, this number was more than adequate. However, with the implementation of Banner Student, the number of concurrent Oracle users has increased and today, the college is no longer in compliance with the original Oracle license of 1992. In addition, with the planned implementation of Banner Web for Student, there will be many more additional Banner users.

In January of 2000, the Information Technology Services (ITS) staff entered into negotiations with Oracle Corporation and the following re-licensing has resulted: The Gold server, which runs Banner will be licensed for an unlimited number of users. The new Web server, will receive new licensing for an unlimited number of users to run Oracle's Web Application Software that support the Banner Web products. The charge for unlimited usage is based on the power of the server and the number of processors it contains (the more powerful the server, the more users it can handle and therefore the higher the cost). The Bay server, for development and testing work in Banner is used only by technical staff and a few

03/30/00 – B4 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR

end-users. It will be licensed for ten concurrent users. The total cost for the relicensing of the Oracle database management software, the new licensing of the Oracle Application Server software, minus credit for the current licensing for 200 concurrent users, is \$60,050.

On September 30, 1999, by Resolution No. 990930-B1, the Board authorized a contract with SCT for the procurement of the SCT "Web For" suite software to provide Web access to Banner for students and faculty. The licensing of the Oracle Application Server software is needed to support this new function.

In addition, the yearly maintenance and support costs for Oracle was \$99,000 in fiscal year 1999-2000. That cost will drop to \$68,233 for fiscal year 2000-2001.

Licensing for the Hills server, which is used for academic instruction, will be under Oracle's Academic Program at an annual cost of \$500, and will not be part of this resolution.

The cost for the re-licensing of the Oracle Database Management software and the cost of new licensing of the Oracle Application Server will be funded from instructional equipment block grant because it is a necessary item for running "Web for" students. The cost of the on-going maintenance cost will be funded out of the ITS operational budget.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Oracle Corporation for re-licensing of the Oracle database management software and new licensing of the Oracle Application Server software, as stated above, for a cost not to exceed \$60,050, and

RESOLVED: That authorization be hereby given to contract with Oracle Corporation for maintenance and support services for all licensed Oracle products in this resolution for a cost not to exceed \$68,233 for fiscal year 2000-2001, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Mamie How, Originator

03/30/00 – B4 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B5

TO: Board of Trustees

From: Dr. Philip R. Day, Jr. Chancellor

Subject: GENERAL FUND

**Authorization to contract with Barnes,
Mosher, Whitehurst & Partners
(Resolution No. 000330-B5)**

BACKGROUND INFORMATION:

The District requires the special services and advice of a firm that can conduct a survey to determine the public's assessment of the District's operations and needs. The Vice Chancellor for Finance & Administration is recommending the firm of Barnes, Mosher, Whitehurst & Partners for this task.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Barnes, Mosher, Whitehurst & Partners from March 10, 2000 through June 30, 2000 for a public opinion survey at a total cost not to exceed \$25,000, and

FURTHER BE IT RESOLVED: That the Chancellor and/or Vice Chancellor for Finance & Administration are hereby authorized to execute such a contract on behalf of the San Francisco Community College District.

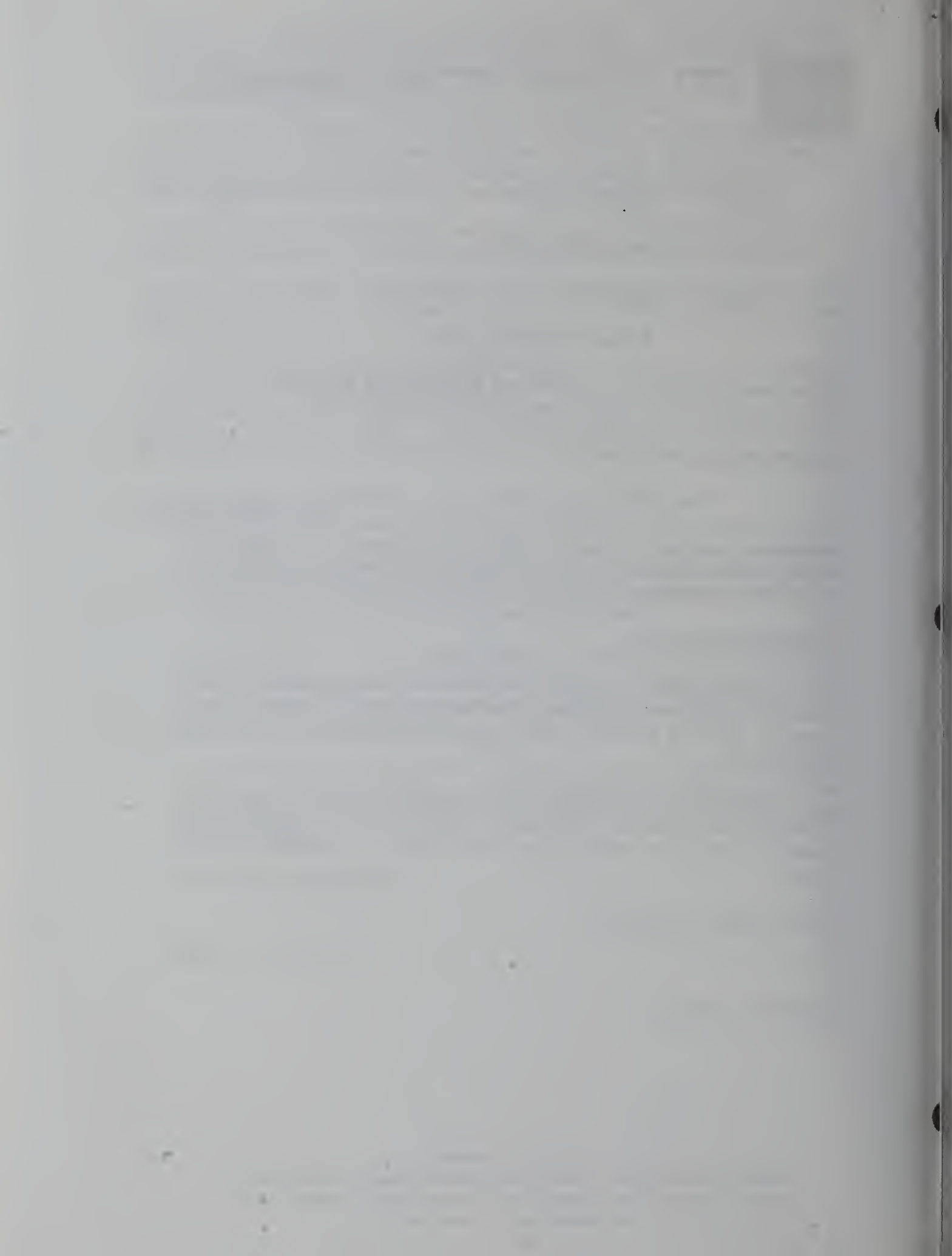
Peter Goldstein, Originator

03/30/00 – B5 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR





CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B6

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY

Authorization to Award Special Services -
PSC Associates Inc.,
(Resolution No. 000330-B6)

BACKGROUND INFORMATION:

Project: *Alemanya Campus Building Elevator*

The District wishes to contract with PSC Associates Inc., a certified (Asian) Minority Owned Business Enterprise, to provide geotechnical engineering services for the Project: Alemany Campus Building Elevator located at the Alemany Campus. The scope of work will include: perform site investigations, soil testing & inspection, prepare geotechnical reports and specification for the design and construction document development. This geotechnical engineering services is necessary for Facilities & Planning Office to proceed with the design development of the new elevator for Alemany campus building and to meet the American Disability Act requirement.

This project is funded by the State 1998-1999 Architectural Barrier Removal program, with 50% District match by General Obligation bond, to be charged to Appropriation numbers 412150-0130-6201-7100-ADA and 42020P-8110-6201-7100-ADA.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with PSC Associates Inc., (Asian) a certified Minority Owned Business Enterprise for special services and advice to provide the District with geotechnical services, for the Project: Alemany Campus Building Elevator located at the Alemany Campus at a cost of \$9,300, to be completed on or before June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
W/ Chuck Jackson

03/30/00 – B6 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

DATE: March 30, 2000

B7

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY
Authorization for eight (8) Contract Modification(s) totaling \$137,411.10 for Special Services Contract(s) and Construction Contract(s), and one (1) Amendment (Resolution No. 000330-B7)

BACKGROUND INFORMATION:

ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	ORIGINAL CONTRACT AMOUNT	PREVIOUS CONTRACT MODIFICATION(S) AMOUNT	REQUESTED CONTRACT MODIFICATION AMOUNT	NEW CONTRACT AMOUNT	COMMENTS
A 000127-B7 Five-Year Construction Plan Priority List	N/A	N/A	N/A	N/A	N/A	Amendment to the Priority List as follows: #7 TO #8 for Advanced Technology Learning Center #8 TO #9 for Remodel Alemany Campus #9 TO #7 for Remodel John Adams
B 990930 - B9 Extended Opportunity Program & Services (EOPS) Facility	City and County of San Francisco Bureau of Construction Management	\$10,000.00	\$0.00	CM #1 - \$3,400.00	\$13,400.00	Additional site survey services for the alternate site
C 990930-B15 Central Shops & Warehouse Facility	Global Project Management Caucasian, WBE	\$5,000.00	\$0.00	CM #1 - \$15,000.00	\$20,000.00	Additional construction coordination services
D 990128-B7a Science Hall Building Electrical Upgrade	Kedall Young Associates Asian, MBE/LBE (Architect)	\$15,000.00	\$0.00	CM #1 - \$5,000.00	\$20,000.00	Additional construction coordination services
E 990624-B11 Central Shops & Warehouse Facility	Transworld Construction, Inc., Asian, MBE/LBE (General Contractor)	\$3,768,000.00	\$8,787.00	CM #2 - \$5,717.21	\$3,782,504.21	Change Order #02: \$5,717.21 for additional drilling

ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	ORIGINAL CONTRACT AMOUNT	PREVIOUS CONTRACT MODIFICATION(S) AMOUNT	REQUESTED CONTRACT MODIFICATION AMOUNT	NEW CONTRACT AMOUNT	COMMENTS
F 990527-B4 North Gymnasium Building Seismic Evaluation	SOHA Engineers, Asian, (Structural Engineers)	\$17,100.00	\$0.00	CM #1 - \$288.84	\$17,388.84	Reimbursable report printing cost
G 990527-B4 South Gymnasium Building Seismic Evaluation	SOHA Engineers, Asian, (Structural Engineers)	\$13,700.00	\$0.00	CM #01 - \$308.59	\$14,008.59	Reimbursable report printing cost
H 980430-B28 Cloud Hall Remodel for Allied Health	A.R. Construction (General Contractor)	\$4,706,000.00	\$508,316.62	CM #12 - \$94,285.73	\$5,308,602.35	CO #14 \$539,080.02, CO. #15 \$55,205.71 for field changes due to the unforeseen site conditions.
I 961024-B9 Cloud Hall Remodel for Allied Health	B/A Burlage and Associates Caucasian (Architect)	\$260,000.00	\$136,550.00	CM #6 - \$5,000.00	\$401,550.00	Additional Construction Administration Services due to the extended construction duration
K 990930-B12 Stadium Field House Facility	Marcy Li Wong Architects Asian, WBE/MBE (Project Architect)	\$42,300.00	\$8,063.00	CM #2 - \$1,653.00	\$52,016.00	\$2,813 for additional insurance premium, \$5,250 for reimbursable expense allowance
L 981119-B14 John Adams Childcare Development Teaching Facility	Thorenfeldt Construction, Inc. Caucasian (General Contractor)	\$180,600.00	\$22,780.66	CM #4 - \$6,757.73	\$210,138.39	Cost for additional lead paint abatement work and pump room light fixture upgrade.
			Total	\$137,411.10		

RECOMMENDATION:

RESOLVED : That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
W/ Charles Jackson



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B8

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract-Golden Bay
Fence Plus Iron Works, Inc.,
(Resolution No. 000330-B8)

BACKGROUND INFORMATION:

Project: Visual Arts Fence Enclosure and John Adams Parking Lot Gate Replacement

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with the lowest responsible bidder Golden Bay Fence Plus Iron Works, Inc., a certified Minority Hispanic Owned Business Enterprise for the project: Visual Arts Fence Enclosure and John Adams Parking Lot Gate Replacement. The fence enclosure work at Visual Arts is necessary to provide a secure court area for night class students accessing the oil painting shed at the rear court yard of Visual Arts building. And the parking lot gate replacement work at John Adams campus is necessary to provide security for the building during the campus' non-operational hours.

The project is funded by General Obligation Bond fund, to be charged to Appropriation 42022C-8813-6203-7100-HS \$6,280 for John Adams parking lot gate replacement and 42027C-8070-6203-7100-REN \$6,119 for Visual Arts fence enclosure.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with the lowest responsible bidder Golden Bay Fence Plus Iron Works, Inc., a certified Minority Hispanic Owned Business Enterprise for the project: Visual Arts Fence Enclosure and John Adams Parking Lot Gate Replacement. at a total cost of \$12,399, for the project: Visual Arts Fence Enclosure and John Adams Parking Lot Gate Replacement, to be completed on or before June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
W/ Charles E. Jackson

03/30/00 – B8 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B9

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract –
Asbestos Management Group of California, Inc.,
(Resolution No. 000330-B9)

BACKGROUND INFORMATION:

Project: *Cloud Hall Police Locker Room and Office Asbestos Flooring Abatement*

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with the lowest responsible bidder Asbestos Management Group of California, Inc., for the project: Cloud Hall Police Locker Room and Office Asbestos Flooring Abatement. The friable floor tile and the exposed flooring mastic have been identified as asbestos contained material which could pose serious health and safety issue. This project includes the abatement work and new flooring installation.

The project is funded by General Obligation Bond fund, to be charged to Appropriation 42031C-8053-6202-7100-HS.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with the lowest responsible bidder Asbestos Management Group of California, Inc. at a cost of \$2,240, for the project: Cloud Hall Police Locker Room and Office Asbestos Flooring Abatement, to be completed on or before April 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
W/ Charles E. Jackson

03/30/00 – B9 page 1

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The following table shows the population of the United States from 1790 to 1900.

Year	Population
1790	3,929,260
1800	3,929,260
1810	7,240,000
1820	9,637,000
1830	12,866,000
1840	17,069,000
1850	23,191,000
1860	31,937,000
1870	38,556,000
1880	50,189,000
1890	62,946,000
1900	76,212,000

The following table shows the population of the United States from 1910 to 1990.

Year	Population
1910	92,228,000
1920	106,011,000
1930	122,766,000
1940	132,165,000
1950	150,697,000
1960	179,323,000
1970	203,211,000
1980	226,545,000
1990	251,189,000

The following table shows the population of the United States from 2000 to 2010.

Year	Population
2000	281,421,000
2010	309,293,000

The following table shows the population of the United States from 2010 to 2020.

Year	Population
2010	309,293,000
2020	331,449,000

The following table shows the population of the United States from 2020 to 2030.

Year	Population
2020	331,449,000
2030	354,149,000

The following table shows the population of the United States from 2030 to 2040.

Year	Population
2030	354,149,000
2040	377,149,000

The following table shows the population of the United States from 2040 to 2050.

Year	Population
2040	377,149,000
2050	400,149,000



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B10

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract -
Architectural Systems Corp.
(Resolution No. 000330-B10)

BACKGROUND INFORMATION:

Project: *Cloud Hall Window Replacement*

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with the lowest responsible bidder Architectural Systems Corp., a certified Minority Hispanic Owned Business Enterprise for the project: Cloud Hall Window Replacement. This project includes removal of existing windows and replace with insulated double-pane glasses, aluminum frame, energy efficient, and low maintenance windows.

The project is funded by 1997-1998 State Scheduled Maintenance grant with 50% District match by General Obligation bond, to be charged to Appropriation number 420609-8053-6202-7100-HS and 420610-8053-6202-7100-HS.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with the lowest responsible bidder Architectural Systems Corp., a certified Minority Hispanic Owned Business Enterprise for the project: Cloud Hall Window Replacement at a cost of not to exceed \$859,900, to be completed on or before August 31, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
W/ Charles Jackson

03/30/00 – B10 page 1

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Editor: Professor C. L. Huxley
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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B11

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

**Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract – Karcher
Environmental, Inc.,
(Resolution No. 000330-B11)**

BACKGROUND INFORMATION:

Project: Bungalow 213 Hazardous Material Abatement

The District received several qualified bid proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with the lowest responsible bidder Karcher Environmental, Inc., for the project Bungalow 213 Hazardous Material Abatement. This work is necessary to comply with Federal and State building codes and hazardous material abatement guidelines for building construction. This abatement work is also necessary to facilitate the Bungalow 213 demolition work to follow.

The project is funded by General Obligation Bond fund, to be charged to Appropriation 42028C-8067-6203-7100-HS.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with the lowest responsible bidder Karcher Environmental, Inc., at a cost of \$1,850 for the project: Bungalow 213 Hazardous Material Abatement, to be completed on or before April 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator
W/ Charles E. Jackson

03/30/00 – B11 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000 **B12**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANT
Authorization to receive an Economic
Development Grant Through The Bay Area
Regional Consortium
(Resolution No. 000330 – B12)

BACKGROUND INFORMATION:

The Bay Area Regional Consortium has notified the Office of Vocational Education that it is eligible to receive a grant of \$27,500. The award specifies that the grant be used for the development of an online interest survey to serve as an Internet marketing tool on behalf of all twenty-six Bay Area community colleges. The project is to be completed no later than June 15, 2000. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to accept funds in the amount of \$27,500 to fund non-instructional salaries, staff support, and supplies necessary to complete this project, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis McGuire, Originator

1. The first part of the document discusses the importance of maintaining accurate records of all transactions.

2. It is essential to ensure that all data is entered correctly and that the system is regularly updated.

3. The second part of the document outlines the procedures for handling customer inquiries and complaints.

4. It is important to provide prompt and courteous service to all customers, regardless of the nature of their request.

5. The final part of the document provides a summary of the key points discussed and offers recommendations for future improvements.



CITY COLLEGE OF SAN FRANCISCO

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Date: March 30, 2000 **B13**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **GRANTS**
Approval to Accept a \$5,700 Grant from the
Every Child Can Learn Foundation
(Resolution No. 000330 B13)

BACKGROUND INFORMATION:

The San Francisco Unified School Districts' Regional Occupational Program (ROP) and the Every Child Can Learn Foundation have agreed to fund the cost of a "late start" daytime CCSF custodial instruction class for CalWORKs and other CCSF students. Currently, the only available custodial programs are in the evening and Saturday. CalWORKs participants are required to participate in daytime educational training.

There are no available CCSF instructional dollars to provide for this training. Additionally, ROP is funded by the state to recruit CalWORKs participants for training.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to accept a grant of \$5,700 from the Every Child Can Learn Foundation to pay for instruction for custodial training from July 1, 1999 to June 30, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Bernice B. Brown, Originator

03/30/00 – B13 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR

DATE: March 30, 2000

B14

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
 Authorization to amend the following resolutions as indicated in the table totaling \$85,625
 (Resolution NO. 000330 – B14)

ORIGINAL RESOLUTION NUMBER	GRANTOR/CONTRACTOR	ORIGINAL CONTRACT DATE	ORIGINAL TOTAL AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS: ORIGINATOR
A 990930-B24	California Community Colleges/Economic Development/Job Development Incentive Training Fund/Anthony M. Wong	Sept. 15, 1999 – March 31, 2000	\$15,000	+\$4476	\$19,476	For additional services. Originator: Phyllis G. McGuire
B 990826-B23	Eric Ng	Jul. 1, 1999-Dec. 31, 1999	\$18,000	Extend term to Apr. 30, 2000 and +\$9,000	\$27,000	Extend Contract and increase services. Originator: Judy Teng
C 990729-B15	California State Dept. Of Education/Child Development Division/ State Preschool Program	FY99-00	\$248,438	+\$3,503	\$251,941	+\$3,503 increase will be used for purchasing supplies/ materials. Originator: Sandra Handler

<u>ORIGINAL RESOLUTION NUMBER</u>	<u>GRANTOR/CONTRACTOR</u>	<u>ORIGINAL CONTRACT DATE</u>	<u>ORIGINAL TOTAL AMOUNT</u>	<u>CHANGE</u>	<u>NEW TOTAL NOT TO EXCEED</u>	<u>COMMENTS: ORIGINATOR</u>
D 990118-B11	CA. State Dept. of Education/ Child Development Division/ State Preschool Program	FY 99-00	\$918,216	+\$12,946	\$931,162	+\$12,946 increase will be used for classified salaries. Originator: Sandra Handler
E 990128-B11	CA. State Dept. of Education/Child Development Division/ Center Based Program	FY 99-00	\$384,644	+\$5,424	\$390,101	+\$5,424 increase will be used for classified salaries and supplies/ materials. Originator: Sandra Handler
F 990624-B17	California Community College State Chancellor's Office Biotech Grant \$178,875	July 1, 1999 thru June 30, 2000	\$45,000	+\$2500	\$47,500	The \$2,500 increase is to cover the cost of writing the New 5 year Grant Renewal proposal for Northern California Biotechnology Center, increase covered from the Other Outgoing category: Originator: Robert Manlove and Robert Gabriner
G 990729-B30	San Francisco Dept. of Human Services (DHS)	July 1, 1999- June 30, 2000	\$353,059	-\$117,686.25	\$235,372.50	San Francisco Dept. of Human Services has agreed to pay 50% of the work study students wages rather than 25% in the original agreement. Originator: Bernice Brown
H 980625-B23	CalWorks office of Education and Training/ Brian Brady	Oct. 27, 1999- Nov. 10, 1999	\$2,224	+ \$ 2,776	\$5,000	To provide assistance to Calworks participants. Originator: Bernice Brown
			TOTAL	\$85,625		

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* please note- Since letter "G" is a high amount. It has been excluded from the grand total.

RECOMMENDATION:

RESOLVED: That the Board authorizes the specific amendment to the Resolution as indicated in the table, and
FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their Designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B15

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

**Authorization to subcontract with the
Comprehensive Adult Student Assessment
System (CASAS)
(Resolution No. 990330-B15)**

BACKGROUND INFORMATION:

City College has a grant award from the California Department of Education for the Workforce Investment Act - Title II Adult Education and Family Literacy Act (AEFLA) Section 231 for FY 1999-2000. The grant requires documented accountability as defined in the California Department of Education's State Plan for Adult Education. The supplemental program funding is based on students' attainment of state-determined benchmarks. The changes in new grant requirements are significant and contribute to an assessment gap with the approved standardized Comprehensive Adult Student Assessment System (CASAS) reading tests with ESL Citizenship students.

Discussions between the Teachers Resource Center coordinator and the CASAS staff have resulted in a proposal for the creation of progress assessments appropriate for ESL/Citizenship students with contents focusing on Citizenship skill levels. The CASAS staff agreed to develop a standardized ESL Citizenship assessment in three forms for use in measuring progress and level completion. The assessments will yield test results for determining ESL Citizenship students' attainment of state-determined AEFLA benchmarks.

The Section 231 Grant will provide funding for the assessment development subcontract. No district funds are required. All work will be done through coordination with and approved by the Teachers Resource Center.

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RECOMMENDATION:

RESOLVED: That authorization be hereby given to subcontract with the Comprehensive Adult Student Assessment System (CASAS) to develop a standardized ESL Citizenship assessment in three forms for use in measuring ESL Citizenship student progress and level completion related to requirements of the grant from the Workforce Investment Act - Title II Adult Education and Family Literacy Act, March 27, 2000 to June 30, 2000, in the amount not to exceed \$30,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Gary Tom, Originator
With Teresa Pon

03/30/00 – B15 page 2



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B16

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

**Approval of Training Contract with San Francisco
International Airport
(Resolution No. 000330-B16)**

BACKGROUND INFORMATION:

San Francisco International Airport (SFIA) is undergoing massive expansion which includes the addition of a state of the art new international terminal equipped with the latest technology. With the grand opening date set in September 2000, SFIA is seeking external consultation services to provide training to its employees, tenants and international airlines' employees. The training program is designed to provide the necessary knowledge and skills to perform the ticket counter and ramp services duties.

The Office of Contract Education was invited to submit a proposal for a computer-base-training (CBT) project and is accepted by the SFIA. The Office of Contract Education will coordinate the training program, develop the CBT instructional modules in CD and web-based versions, provide instructional design, provide on-site training, and provide Help line service for the Airport employees. The service will be conducted between March 1, 2000 and June 30, 2001, for a total award of \$445,250.

The budget for the project is summarized as follows:

Income

San Francisco International Airport Training Contract	\$445,250
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Expenditures:

Academic Salaries and Benefits	\$133,000
Consultants	155,500
Travel Expenses	10,000
Instructional Materials and Miscellaneous	12,000
Equipment	25,000
Indirect	<u>109,750</u>
	\$445,250

The funds for the contract are from the San Francisco International Airport Training Contract. No district match is required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with San Francisco International Airport for providing the Computer-Based-Training (CBT) Project, during the period of March 1, 2000 to June 30, 2001, at a cost not to exceed \$445,250, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator



CITY COLLEGE OF SAN FRANCISCO

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DATE: March 30, 2000

B17

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

**Approval of Special Services Contracts with: 1) Sarah Diggs, 2) Americ Azevedo, 3) Lynette Webb, 4) Elaine Winters, and 5) Unimedia Inc.
(Resolution No. 000330-B17)**

BACKGROUND INFORMATION:

Board Resolution 000330-B17 authorizes the Office of Contract Education to contract with the San Francisco International Airport (SFIA) for developing a computer-based-training (CBT) program on newly installed common-use system for the new San Francisco International Airport Terminal. The work is highly technical and requires knowledge and expertise in designing and developing on-line instruction, as well as interfacing with the SFIA's server system in the new terminal. The Office of Contract Education wishes to retain the special services, technical advice and support from the following parties:

1) To contract with Sarah Diggs to lead the development of the CBT instructional modules in CD and web-based versions. She will also design the tracking and certification system. Ms. Diggs is the leading authority in designing on-line training for the Photonics Industry. She is the founder of BOLT System, Inc. and PhotonicsTraining.com. She has broad experience with laser, manufacturing, training technology, laser research and development. Services will be provided from March 1, 2000 to June 30, 2001 at a total cost not to exceed \$40,000.

2) To contract with Americ Azevedo to oversee and coordinate the development of the CBT instructional modules, tracking and evaluating system. Mr. Azevedo is an internet innovator and systems architect and has extensive experience developing Network-based distance knowledge transfer systems. He is the co-founder of the CyberCampus of Golden Gate University and is the founder of GoldWarp, a consulting firm that focuses on collaborative technologies in education and high tech industries. Services will be provided from March 1, 2000 to June 30, 2001, for a total cost not to exceed \$17,500.

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3) To contract with Lynette Webb to develop the web-based training and install the training in the Airport's intranet system. Ms. Webb is a web page designer, developer and HTML online instructor. She developed and administered the highly successful graduate level Web Development Certificate at Golden Gate University (GGU). She also designed all of the prototype courses for GGU's CyberCampus' promotional courses. She currently teaches two of the highest rated and highest attended online courses for CyberCampus. Services will be provided from March 1, 2000 to June 30, 2001, at a total cost not to exceed \$17,500.

4) To contract with Elaine Winters for developing the instructional design. Ms. Winters has extensive experience in providing on-line instructional design, training, help-line and consultation services to various educational institutions. Services will be provided from March 1, 2000 to June 30, 2001, at a total cost not to exceed \$17,500.

5) To contract with Unimedia Inc. for developing, filming and the production of the training CD, to be used by the airlines employees, and vendors at the new San Francisco International terminal. Unimedia Inc. will also provide technical support and assistance in the web design. Services will be provided from March 1, 2000 to June 30, 2001 for a total cost not to exceed \$63,000.

The funds for the special service contracts are from the San Francisco International Airport Training Contract. No district matching is required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to enter into five special service agreements with: 1) Sarah Diggs for developing the CBT instructional modules in CD and web-based versions, and designing a tracking and certification system, at a total cost not to exceed \$40,000; 2) Americ Azevedo for coordinating the development the CBT modules, tracking and evaluating system, at a total cost not to exceed \$17,500; 3) Lynette Webb for developing and installing the web-site training at a total cost not to exceed \$17,500; 4) Elaine Winters for providing instructional design at a total cost not to exceed \$17,500; and 5) Unimedia Inc. for producing a training CD, and providing support and assistance in the web design and development, at a total cost not to exceed \$63,000. For a grand total cost not to exceed \$89,500. Services for all contracts are to be conducted from March 1, 2000 to June 30, 2001, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B18

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval of Training Contract with China Eastern Airlines

(Resolution No: 000330-B18)

BACKGROUND INFORMATION:

China Eastern Airlines, a commercial airlines headquartered in Shanghai, People's Republic of China, has requested City College of San Francisco (CCSF) to provide a customized Federal Aviation Administration (FAA) licensing skills enhancement and testing preparation training to its line maintenance mechanics. The contract award is U.S. \$6,000 per trainee for an estimate of 20 trainees. Training will be conducted in Shanghai during the period of March 15, 2000 to September 30, 2000 for a contract total of U.S. \$120,000.

The budget for the project is summarized as follows:

Income

China Eastern Airlines Training Contract	\$120,000
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Expenditures:

Academic Salaries and Benefits	\$ 35,000
Consultants and FAA Inspection Fee	14,000
Travel Expenses	12,000
Instructional Materials and Miscellaneous	5,000
Indirect	<u>54,000</u>
	\$120,000

The funds for the contract are from the China Eastern Airlines Training Contract. No District match is required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with China Eastern Airlines for providing a customized Federal Aviation Administration (FAA) licensing skills enhancement and testing preparation training to its line maintenance mechanics during the period of March 1, 2000 and December 31, 2000, at a cost of \$6,000 per student for a total of \$120,000 based on an estimated of 20 students, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B19

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANT

Approval of Special Services Contract with Kenneth Fong, Cecilia Wong, Carole Glasser, & Oscar Rios
(Resolution No: 000330-B19)

BACKGROUND INFORMATION:

Board Resolution No. 000224-B17 authorized the Office of Contract Education (Contract Education) to contract with the San Francisco Hotel/Restaurant, Labor/Management Education Fund for coordinating the San Francisco Hotels Partnership Project (SFHPP). The contracted service includes project coordination and the provision of classroom instruction and translation services in Spanish and Chinese languages as needed. Contract Education wishes to retain the special services of Kenneth Fong, Cecilia Wong, Carole Glasser and Oscar Rios for providing the translation services. All four consultants had worked as translators for the last five years for the SFHPP. They have extended knowledge in the objectives of the project and are very familiar with the terminology used in the hotel/restaurant industries in the non-English speaking hotel workers' native languages. The names and scope of work for each consultant are as follow:

1. Kenneth Fong – for providing translation services in Chinese language as needed for the SFHPP. The service will be conducted from March 1, 2000 to February 28, 2001 for a total not to exceed \$15,000. The rate of compensation is \$50 per hour for interpretation and translation services and \$65 per hour for participating in the SFHPP's staff meetings.

2. Cecilia Wong – for providing translation services in Chinese language as needed for the SFHPP. The service will be conducted from March 1, 2000 to February 28, 2001 for a total not to exceed \$15,000. The rate of compensation is \$50 per hour for interpretation and translation services and \$65 per hour for participating in the SFHPP's staff meetings.

3. Carole Glasser – for providing translation services in Spanish language as needed for the SFHPP. The service will be conducted from March 1, 2000 to February 28, 2001 for a total not to exceed \$15,000. The rate of compensation is \$50 per hour for interpretation and translation services and \$65 per hour for participating in the SFHPP's staff meetings.

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4. Oscar Rios – for providing translation services in Spanish language as needed for the SFHPP. The service will be conducted from March 1, 2000 to February 28, 2001 for a total not to exceed \$15,000. The rate of compensation is \$50 per hour for interpretation and translation services and \$65 per hour for participating in the SFHPP's staff meetings.

Funding for these contracts are from the SFHPP contract. No district match is required.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to enter into four Special Services Contracts during the period of March 1, 2000 to February 28, 2001 with the following consultants: 1) Kenneth Fong for providing as-needed translation service in Chinese language for the SFHPP for a total not to exceed \$15,000; 2) Cecilia Wong for providing as-needed translation service in Chinese language for the SFHPP for a total not to exceed \$15,000; 3) Carole Glasser for providing as-needed translation service in Spanish language for the SFHPP for a total not to exceed \$15,000; and 4) Oscar Rios for providing as-needed translation service in Spanish language for the SFHPP for a total not to exceed \$15,000, for a grand total not to exceed \$60,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator



CITY COLLEGE OF SAN FRANCISCO

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DATE: March 23, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

B20

Subject: GRANTS
Approval of Special Services Contract with San Francisco Department of Human Services (Resolution No. 000330-B20)

BACKGROUND INFORMATION:

The CCSF CalWORKs Office of Education and Training, the English as a Second Language department and the Department of Human Services of the City and County of San Francisco (DHS) jointly planned and developed an intensive English as a Second Language education and training program. The goal is to prepare limited English proficient CalWORKs participants and others to enter the job market and /or other training programs within the time limitations established by the welfare reform legislation.

The instructional cost and cost of curriculum development in the amount of \$42,000 for the pilot Vocational ESL Immersion Program will be fully funded by DHS for the first semester of the program. Based upon the success of this pilot, the program is expected to be institutionalized for subsequent semesters.

RECOMMENDATION:

RESOLVED: That authorization be hereby given to enter into an agreement with San Francisco City and County Department of Human Services (DHS) to fund a intensive English as a Second Language immersion vocational instruction program for a period beginning April, 2000 at a cost not to exceed \$ 42,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Bernice B. Brown, Originator
Joanne Low, Originator

03/30/00 – B20 page 1

BOARD OF TRUSTEES

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THE UNIVERSITY OF CHICAGO
DEPARTMENT OF CHEMISTRY
JANUARY 1964

TO THE HONORABLE CHAIRMAN OF THE BOARD OF TRUSTEES
OF THE UNIVERSITY OF CHICAGO

SIR:

I have the honor to acknowledge the receipt of your letter of the 11th inst. and in reply to inform you that the same has been forwarded to the appropriate authorities for their consideration.

I am, Sir, very respectfully,
Yours truly,
[Signature]

Enclosed for the Board of Trustees are two copies of a report on the progress of the work of the Department of Chemistry during the year 1963.

Very truly,
[Signature]



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B21

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

Approval to submit an application and accept
funds received
(Resolution No. 000330-B21)

BACKGROUND INFORMATION:

The Chancellor's Office of the California Community Colleges will provide funds for the grant Teach: San Francisco. This grant will allow CCSF to develop a teacher preparation program that is articulated with San Francisco State University and the San Francisco Unified School District. This program will encourage high school and community college students to become teachers, offer courses and support for these students at the high school and community college level. It will also provide them with opportunities to assist elementary school students with their reading skills. The Child Development and Family Studies, Counseling and EOPS Departments at CCSF will be involved with the project. The total of the grant is \$249,966.

Additional space and phones lines are required. There is a \$36,508 in-kind match required. City College of San Francisco is the fiscal agent. The San Francisco Unified School District and San Francisco State University are our partners.

Income

California Community Colleges, Chancellor's Office	\$249,966
CCSF In-Kind Match	\$ 12,508
San Francisco Unified School District In-Kind Match	\$ 20,000
San Francisco State University In-Kind Match	<u>\$ 4,000</u>
Total	\$286,474

Expenditures

Academic Salaries	\$109,210
Non-instructional Salaries	62,042
Employee Benefits	25,680
Supplies and materials	11,420
Other Operating Expenses (website, evaluation)	\$ 17,000
Other Expenses (Subcontract to SFSU & SFUSD)	15,000
Indirect	<u>9,614</u>
Total	\$249,966

In-Kind Expenditures

Instructional Salaries	\$10,252
Non-instructional Salaries	625
Employee Benefits	1,631
Other Expenses	<u>24,000</u>
Total In-kind	\$36,508

RECOMMENDATION:

RESOLVED: That authorization be hereby given to submit an application and appropriate all funds receivable upon approval from the California Community Colleges, Chancellor's Office for the grant Teach: San Francisco for the period of July 01, 2000 until June 30, 2001 in the amount not to exceed \$249,966, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

B22

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS

**Approval to submit an application and accept
funds received
(Resolution No. 000330-B22)**

BACKGROUND INFORMATION:

The Chancellor's Office of the California Community Colleges will provide Supplemental AmeriCorps Funding that will allow for forty AmeriCorps members to tutor children in reading. The grant will work closely with the Teach: San Francisco grant and the in-kind match will be funded, in part, by that grant. The funds will be used for salaries and benefits, stipends for teacher monitors, required travel and training, supplies and local transportation. The CCSF Child Development and Family Studies Department will run the project. The total of the grant is \$49,720.

There is additional space and \$158,161 in-kind match required. City College of San Francisco is the fiscal agent. The San Francisco Unified School District is our partner.

Income

California Community Colleges, Chancellor's Office	\$ 49,720
In-Kind Match	<u>\$ 158,161</u>
Total	\$ 207,881

Expenditures

Non-instructional Salaries	33,530
Employee Benefits	6,113
Supplies and materials	555
Other Operating Expenses (Travel & Training)	<u>9,522</u>
Total	\$49,720

Total In-Kind Match	\$158,161
---------------------	-----------

RECOMMENDATION:

RESOLVED: That authorization be hereby given to submit an application and appropriate all funds receivable upon approval from the Chancellor's Office of the California Community College for Supplemental AmeriCorps Funding for the period of July 1, 2000 until June 30, 2001 in the amount not to exceed \$49,720, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution

Robert Gabriner, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30,2000 C1

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: EQUIPMENT, SUPPLIES & SERVICES
Procurement of Equipment, Supplies,
Services, Etc., less than \$3,000
(Resolution No. 000330.30-C1)

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than \$3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling \$ 379,027.06 individual amounts of less than \$3,000 not heretofore approved as summarized and detailed below:

Direct Payments	\$ 46,161.57
Purchase Orders	278,082.22
Travel/Mileage	<u>54,783.27</u>
GRAND TOTAL:	\$ 379,027.06

James Kendrix, Originator

03/30/00 - C1 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR



Subscription price, Five Dollars Per Annum in Advance

Published for the American Medical Association by the American Medical Association, 535 North Dearborn Street, Chicago, Ill.

Copyright, 1935, by American Medical Association

Second-class postage paid at Chicago, Ill., and at additional mailing offices. Postmaster: This publication is entered as second-class matter, May 1, 1910, under post office number 384, and is authorized to mail at special rate of postage provided for in Section 1103, Act of October 3, 1917, authorized by Act of October 3, 1917, authorized by Act of October 3, 1917.

Acceptance for mailing at special rate of postage provided for in Section 1103, Act of October 3, 1917, authorized by Act of October 3, 1917, authorized by Act of October 3, 1917.

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: February 24, 2000 **C2**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: EQUIPMENT, SUPPLIES & SERVICES
Procurement of Equipment, Supplies ,
Services, Etc., more than \$3,000
(Resolution No. 000224-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment "A'.

GRAND TOTAL: **\$1,562,788.90**

James Kendrix, Originator

03/30/00 - C2 page 1

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Fund	ORG	Acct	Prog	Aty	Department	Vendor	Doc #	Amount	Description
U	0040	5801	6600	C	Public Information	AT&T Media Services SF Bay	DP86472	5,051.55	Advertising
U	0040	5801	6600	C	Public Information	KZQZ 95.7fm	DP86452	4,000.00	Advertising
U	0040	5802	6600	C	Public Information	San Francisco Newspaper Agency	DP86462	6,503.20	Advertising
U	0040	5802	6600	C	Public Information	San Francisco Independent	DP86474	3,225.20	Advertising
U	0050	5190	6600	S	Research and Planning	Cogley P	PS99112	11,000.00	Consulting
U	0070	5720	6600	S	General Counsel Office	Curiale Dellaverson Hirschfield Kelly	DP75160	7,394.00	Litigation
U	0130	5190	6600	S	Facilities Planning	Cannon M	DP86408	5,149.65	Consulting
U	1530	5190	6720	S	Payroll	SCT	TP86406	95,800.00	Consulting
U	2010	5802	6730	S	Human Resources - General	San Jose Mercury News	DP73433	3,986.40	Advertising
U	2510	5190	6780	S	ITS - General	Strata Information Group	TP71827	216,500.00	Consulting
U	3522	5530	6570	S	Utilities	Cellular One	DP73368	7,196.41	Telephone
U	3542	5640	6550	S	M&R - Buildings	Sylvania Lighting Services Corp	PO73395	22,157.38	M&R Other
U	3542	5640	6550	S	M&R - Buildings	Anthony J Anglim Co	PO76252	4,810.88	M&R Other
U	3562	4301	6770	S	College Services	Office Depot Inc.	OD1713	5,377.26	Supplies
U	3562	4301	6770	S	College Services	Office Depot Inc.	OD1712	4,177.54	Supplies
U	3564	5350	6770	S	Mail Services	U. S. Postmaster	DP72340	15,000.00	Postage
U	4024	4301	6200	S	A & R - NonCredit	Prestige Graphics, Inc.	PO70088	5,696.26	Supplies
U	4024	5350	6200	S	A & R - NonCredit	Prestige Graphics, Inc.	PO70086	5,778.96	Postage
U	4900	5130	6770	S	Central Services	ACCJC	DP73441	11,397.00	Memberships
U	6126	5902	6450	N	GED/Assessment Center	American Council On Education	DP75071	4,055.00	Testing Services
U	7257	5650	900	C	Engineering Dept	EMCO	DP72423	3,387.58	Housekeeping
U	7630	5803	1500	N	Foreign/Internat Students	Study in the USA	PO56633	4,526.00	Advertising
U	7736	4303	800	C	Physical Education	T & B Sports	PO73757	15,669.39	Supplies
UPFX	2060	6413	6750	S	Partnership for Excellence	Dell Computer Corp.	PO87107	5,391.26	Equipment
						Total Unrestricted		473,230.92	
121245	8180	4301	1500	N	Adult Basic Education 99-00	Standard Register	PO72112	15,198.24	Supplies
121245	8180	4301	1500	N	Adult Basic Education 99-00	Standard Register	PO72039	14,301.84	Supplies
121245	8180	4301	1500	N	Adult Basic Education 99-00	IKON Office Solutions	PO77176	6,585.10	Supplies
121245	8180	4303	1500	N	Adult Basic Education 99-00	CASAS	PO72081	14,146.88	Supplies
121245	8180	4303	1500	N	Adult Basic Education 99-00	Office Depot Inc.	OD13089	12,422.21	Supplies
123511	6210	4303	6499	S	FSS-MCHS 99-00	EI Dorado Trading Co.	PO86806	7,807.55	Supplies
123843	5110	6413	1500	C	Block Grant Inst Equip	Arsys Innotech Corporation	PO76606	3,106.37	Equipment
123851	7224	6414	400	C	Inst Equipment Repl 99-00	Scientific Instrument Company	PO72215	10,110.99	Equipment
123851	7224	6414	400	C	Inst Equipment Repl 99-00	Bio-Rad Laboratories	PO72216	6,118.00	Equipment

[illegible]



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: 03/30/00

C3

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

**Subject: DONATIONS
Acceptance of Gifts
(Resolution No. 000330-C3)**

BACKGROUND INFORMATION:

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding \$250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding \$1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:

WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Vice Chancellor of Academic Affairs, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees, are hereby authorized to accept the gifts listed on Attachment A for and in the name of the San Francisco Community College District;

FURTHER BE IT RESOLVED: That upon transfer of legal title of these gifts described in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

03/30/00 - C3 Page 1

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THE JOURNAL OF THE
ROYAL ANTHROPOLOGICAL INSTITUTE
LONDON
1901
PUBLISHED BY THE INSTITUTE
11, BEDFORD SQUARE, LONDON, W.C.1

THE JOURNAL OF THE
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ATTACHMENT A
RESOLUTION: 000330 — C3

DESCRIPTION	DONOR	BENEFICIARY	MARKET VALUE DECLARED BY DONOR
1) Macintosh Computer	Susan Abarca San Francisco, CA	DSPS Dept. at John Adams Campus	\$ 500.00
2) Cash	Lesley Tannahill-Oi Sapporo, Japan	ESL Scholarship	\$ 300.00
3) Cash	Anonymous	General Scholarship	\$ 250.00
4) Cash	Laurie Noll Believe, Inc. Los Angeles, A	CCSF Science, Math, Biology Dept. (Supplies for Center for Habitat Restoration)	\$ 350.00



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000 **C4**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: DISPOSAL OF EQUIPMENT
Disposal of Personal Property with Insufficient
Sales Value
(Resolution No. 000330-C4)

BACKGROUND INFORMATION:

It has been determined that the property identified in Schedule A is unsatisfactory and unserviceable condition, and is of insufficient value to defray cost of arranging a Sale. It is recommended that the property be disposed of through recycling or through Regular waste disposal services.

California Education Code Section 81452 reads in part as follows: " (c) If the board by a Unanimous vote of those members present, finds that the is of insufficient value to defray the cost of arranging a sale, it may be disposed of in the local public dump".

RECOMMENDATION:

RESOLVED: That authorization is hereby granted to dispose of all unsatisfactory and unserviceable equipment listed on Schedule A,

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the College to effectuate this resolution.

James Kendrix, Originator

03/30/00 – C4 page 1

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...

...

...

...

Resolution No. 000330 - C4 Schedule A

Item Name	Manufacturer	Model No.	Serial No.	C.C.S.F. #	Acquisition Date	Original Cost	Appr. Value	Department
Incubator/Oven	Electric Hot Pack	70	44531	2816	Jan-70	\$ 610.00	N.M.V.	Biology
1 Incubator/Oven	Electric Hot Pack	70	4531	2819	Jan-70	\$610.00	N.M.V.	Biology
2 Data Terminal	DTC	382	357	18153	Jul-79	\$ 5,550.00	N.M.V.	Biology
3 Monitor/TV 25"	RCA	JER-985	138270928	36371	Apr-82		N.M.V.	Biology
5 Monitor/TV 25"	RCA	JER-985	138270914	36372	Apr-82		N.M.V.	Biology
6 Monitor/TV			238270135	36373	Oct-82		N.M.V.	Biology
7 Monitor/TV 25"	RCA	LyceumXL100		1190	1978		N.M.V.	Biology
8 Video Cas. Rec.	Sony Beta	V02610	30389	36374	Apr-82		N.M.V.	Biology
9 Refrigerator 2-Dr.	Silver Kold			1287	1964	\$ 600.00	N.M.V.	Biology
10 Video Cas. Rec.	Beta 3/4"	NV9300	K3HL00064	38157			N.M.V.	Biology
11 Powerstat/Rheostat				2541			N.M.V.	Engineering
12 Powerstat/Rheostat				2545			N.M.V.	Engineering
13 Powerstat/Rheostat				2540			N.M.V.	Engineering
14 Powerstat/Rheostat				2542			N.M.V.	Engineering



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: March 30, 2000 **F1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Resignation with the Intent to Retire
Educational Academic Administrator
(Resolution No. 000330 - F1)

BACKGROUND INFORMATION

Resolution No. 000330-F1 covers the resignation with the intent to retire of an educational academic administrator.

RECOMMENDATION:

RESOLVED: That the resignation with the intent to retire of Robert F. Manlove from any and all employment with the San Francisco Community College District be accepted, effective close of business June 30, 2000.

Clara Starr, Originator

03/30/00 - F1 page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: March 30, 2000

F2

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

**Subject: Office of Instruction
Interim Appointment
Appointment of an Educational Administrator
(Resolution No. 000330-F2)**

BACKGROUND INFORMATION:

Resolution No. 000330-F2 covers an interim academic administrative appointment for the position of **Dean, Faculty Support/Scheduling (Office of Instruction)**. Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective April 1, 2000, _____
be appointed **Interim Dean, Faculty Support/Scheduling (Office of Instruction)**.
Salary shall be in accordance with the 1999/2000 Management Salary Schedule
Classification B, Dean II/Director.

Clara Starr, Originator

03/30/00 - F2 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

G1-G11

DATE: 03/30/00

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Academic Employees
Credit Program/Non-Credit Program
District Funded
City College of San Francisco
(Resolutions 000330-G1-G11)

BACKGROUND INFORMATION:

These resolutions cover district funded academic employees appointments and/or other related personnel transactions. Unless otherwise indicated in the resolution, appointments are classified as temporary. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Clara Starr, Originator

BOARD OF TRUSTEES

DR. ANITA GRIER, PRESIDENT • ROBERT P. VARNI, VICE PRESIDENT • DR. NATALIE BERG
ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • LAWRENCE WONG

DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester and department shown. Employment is contingent upon adequate class enrollment, possession of applicable minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time academic employees shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments for full-time academic employees shall be in accordance with the relevant provisions of the appropriate bargaining contracts and the City College of San Francisco Faculty Handbook.

FALL 1999

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Grant</u>	<u>Division</u>
* Casimir, Bartholomew T	Health Science	RHRC Grant	Credit
Chan, Marcia	English As a Second Language	NonCredit	
Guthrie, Sherry L.	Health Care Technology	Credit	
Gutierrez, Dave P.	Apprenticeship	NonCredit	
+ Kaushik, Dorothy P.	Licensed Vocational Nursing	NonCredit	
Kramer, Lelsie	English As a Second Language	NonCredit	
Lopez, Susan L.	English As a Second Language	Credit	
+ Mosley, Cheryl E	Licensed Vocational Nursing	Credit	
Odell, John	Broadcast-Media Services	Credit	
Shelby, Ruth	English As a Second Language	NonCredit	
Tsang, Simon	English As a Second Language	NonCredit	
Wynne, Patricia	Labor Studies	NonCredit	

G1 Fall 1999: 12

SPRING 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Division</u>
Abel, Jennifer M	English As a Second Lang	NonCredit
Aguilar, Fernando A.	English As a Second Lang	NonCredit
Alexander, Ralph E	Bus/Office Tech/Small	Credit
Allen, Mary Ann	Computer & Info	Credit
Allen, Richard P	Health Care Tech	NonCredit
Allinger, Arlen	Engineering & Tech	Credit
Alvarado, Claudia Judith	Mathematics	NonCredit
+ Alvers, Yvonne	PE & Dance	Credit
Anderson, Barbara F	Older Adults	NonCredit
Aninao, Juan C	English As a Second Lang	NonCredit
Antonio, Gary	Engineering & Tech	Credit
Aparicio, Hugo	Bus/Office Tech/Small	Credit
Arack, Patricia G	English As a Second Lang	NonCredit
Argabright, Andre	Disabled Stud Prog & Services	NonCredit
Argenti, Mary A.	Music	Credit
Arrigotti, Paul H	Math	Credit

Arroyo-Neves, Martha	Library Services	Credit
Arsalane, Said Paul	Dianostic Medical Imagining	Credit
Ashton, Mary	Biology	Credit
Atkinson, Lynne A.	ADMJ	Credit
Atkinson, Nathan	Graphic communications	Credit
Atkinson, Nathan Edward	Graphic Communication	NonCredit
Augustine, Henry	African Amer Achiev. Prog	Credit
Augustine, Henry	African Amer Ret. Prog	Credit
Azevedo, Neyde	Music	Credit
Badecarrax, Edmund	Biological Sciences	Credit
Baldassare, Heidi	Disabled Stud Prog & Serivces	NonCredit
Baldassare, Heidi B.	Disabled stud Prog & Services	Credit
Baldocchi, Marta	Foreign Languages	Credit
Barcena-McNicols, Julita	Transitional studies	NonCredit
Barcojo, Gloria T	Bus/Office/Tech/Small	Credit
Bardin, Tsing	Physics	Credit
Barhoumi, Phuong	Institute for Int'l	NonCredit
Barnhart, Jere L	Computer & Information	Credit
Barra-Salas, Adriana	English As a Second Lang	NonCredit
Barretto, Joao	Library Services	Credit
Barten, Gary	Art	Credit
Batty-Sylvan, John	English	NonCredit
+ Beasley, Willis M	Contract Education	NonCredit
Beavers, Anna R	Bus/Office Tech/Small	NonCredit
Beisbier, Beverly	English As a Second Language	Credit
Bell, Elise J	computer & information	Credit
Bell, Mae K	Licensed Vocational Nursing	Credit
Bemis, Jeanette	Consumer Education	NonCredit
Benjamin, Joan	Bus/Office Tech/Small	NonCredit
Benvenuto, Lilly	Consumer Arts & Science	NonCredit
Bernastein, Paul Martin	Bus/Office Tech/Small	Credit
Berston, Hyman M	Bus/Office Tech/Small	Credit
Berston, Susan	Bus.Office Tech/Small	Credit
Beyer, Karen	BEMA	Credit
Birnhak, Carol M.	Labor Studies	NonCredit
Bivens, Jerry	Graphic Communication	Credit
Bixler, Camilla	English As a Second Language	Credit
Blagsvedt, Kristi Ann	Castro/Valencia	Credit
+ Blair, Thomas E	Foreign Languages	Credit
Blau, Laurence A.	Bus/Office Tech/Small Bus	Credit
+ Blood, David E	Phys Education & Dance	Credit
Bloom, Harriet	Older Adults	NonCredit
+ Bolden, Pinkie	Health Science Dept	Credit
Book, Carl	Architecture	Credit
Bornstein, Sheldon	Bus/Office Tech/Small	Credit
Boyd, Billy Ray	English As a Second Lang	NonCredit
Boyle, Karen	Rn Nurs	Credit
Bozina, Robert	Music	Credit
Brady, Joyce	Health Science	Credit
Breda, Carmen	Consumer Education	NonCredit
Brent, Elizabeth	Child Dev./Family Studies	NonCredit

Brent, Elizabeth	Counseling	NonCredit
Breschi, Karen L	Bus/Office Tech/Small Bus	NonCredit
Brickner, Margaret	Library Services	
Brinson, Rosemary	Counseling	Credit
Britton, Ruth B	English As A Second Lang	NonCredit
Brothers, Jo E	Consumer Education	NonCredit
Brouwer, Tine Marie	Library Information Tech	Credit
Brower, Robert	Applied Science Appr	NonCredit
Brown, Brenda	African Amer. Ach. Prog	Credit
Brown, Brenda	African Amer. Ret. Prog	Credit
Brown, Phillip	Telecourse	Credit
Brownsey, Maureen A	Gay/Lesbian Sexual Stud.	Credit
Bruvry, Patricia	Consumer, Arts & Science	NonCredit
Burke, Timothy	Gay & Lesbian Stud.	Credit
Cabansag, Lori Olvez	Inst for Int'l Students	NonCredit
Cabellon-Dever, Linda I	Older Adults	NonCredit
Casimir, Bartholomew T	Health Science	Credit
Chapman, Theresa	Trade Skills	NonCredit
Chen, Pearl	Counseling	Credit
+ Cheng, Eva Yuen-Wan	Chinatown/NB	NonCredit
+ Chin, Emily	English As a Second Language	NonCredit
Clark, Ophelia	African	Credit
+ Corbie, Terrence	Bus/Office Tech/Small Bus	NonCredit
+ Drucker, Ronald	Chemistry	Credit
Elliott, Barbara B	Licensed Vocational Nursing	NonCredit
Elstein, Chandra L.	Child Dev. & Family Studies	NonCredit
+ Fong, Lawrence K	Chemistry	Credit
+ Fong, Raymond H	Chemistry	Credit
+ Fried-Lee, Lauri	Accreditation	Credit
Fronek, Tim J	Apprenticeship	NonCredit
+ Fullerton, Sandra	English As a Second Language	NonCredit
* Fung, Tracey May	Biological Sciences	Credit
+ Glanzer, Carole S	English As a Second Language	NonCredit
* Gonzalez, Maria Victor	Foreign Languages	Credit
Goodman, Stacey D	Interdisciplinary Studies	Credit
+ Green, Herbert K	English	Credit
Guiuan, Antonio S	Asian-American Studies	Credit
Hall, Timothy H	Photography	Credit
+ Hamilton, Edward F	Hotel & Restaurant Operation	Credit
Hector, Gina Wood	Bus/Office Tech/Small Bus	NonCredit
Hempel, Frederick D	Biological Sciences	Credit
+ Hendricks, Joann	Bus/Office Tech/Small Bus	Credit
* Holloway, Lawrence A	Journeyman-Training	NonCredit
+ Hubbell, Judy	Music	Credit
+ Hulbert, Michael J	English	Credit
Ingersoll, Francis	Health Science	NonCredit
Johnson, Christopher P	Hotel & Restaurant Operation	Credit
Johnson, Daniel P	Bus/Office Tech/Small Bus	Credit
Johnson, Linda M	Licensed Vocational Nursing	NonCredit
+ Johnson, Rosemary	Contract Education	NonCredit
Kim, Young Kwon	Foreign Languages	Credit

* King, Elizabeth P.	Transitional Studies	NonCredit
Klaassen, Jacqueline	Foreign Languages	Credit
Klein, Russel V	Apprenticeship	NonCredit
Krost, Mary Roberta	Contract Education	NonCredit
Kung, Eric X	Bus/Office Tech/Small Bus	NonCredit
Kyne, Barbara A.	Photography	Credit
* LaBrincha, JULIE ANN	English	Credit
* Langdon, Michael R.	English	Credit
+ Lee, Alfred T	Chemistry	Credit
Leech, Marla	Gay/Lesbian & Bi-Sexual Stud.	Credit
+ Longacre, Susan H	Nursing	Credit
Louis, Ilona Mary	Licensed Vocational Nursing	NonCredit
Loveday, Anthony P	Social Science	Credit
Ma, Thi Thi	Institute for Int'l Students	NonCredit
MacAndrew, Ann L	Institute for Int'l Students	NonCredit
+ Magno, Norma A	Licensed Vocational Nursing	NonCredit
Malo, Gianna M.	Computer & Information Science	Credit
Markison, Kimberly Ann	Graphic Communication	Credit
Martinez, Antonio E.	Counseling	NonCredit
+ McCormack, Irene L	Licensed Vocational Nursing	NonCredit
* McCormick, Daniel P. 111	Apprenticeship	NonCredit
+ McNerny, William J	Chemistry	Credit
McKinney, Cleveland	Bus/Office Tech/Small Bus	NonCredit
McNichol, Julita Barce	Transitional Studies	NonCredit
Metzgar, Joseph V	Older Adults	NonCredit
Mian, Badshah K	Instructional Computing Lab	NonCredit
+ Mireles, Enrique	Mathematics	Credit
+ Morales, Leslie	Bus/Office Tech/Small Bus	NonCredit
+ Moreno, Edward	Social Science	Credit
Mostasisa, Theresa M.	Licensed Vocational Nursing	NonCredit
Mostasisa, Theresa M.	Licensed Vocational Nursing	Credit
Neuburger, Bruce A	English As a Second Language	NonCredit
Nishikawa, Tomoji	Asian-American Studies	Credit
Ostwald, David F	Music	Credit
+ Quadra, Indiana G	Latin-American Studies	Credit
Richards, Denise J	Interdisciplinary Studies	Credit
Rodriguez, Robert K	Apprenticeship	NonCredit
Saunders, Katharine Go	Mathematics	Credit
Scott, Rodger K	Transitional Studies	NonCredit
+ Seymour, Sharon S	English As a Second Language	Credit
Shakarchi, Joseph	English	Credit
Shea, Kevin M	Phys Education & Dance	Credit
+ Silva, Manuel Joseph	Licensed Vocational Nursing	Credit
Siva, Irving	Trade Skills	NonCredit
Snyder, Francine E.	Photography	Credit
+ Songco, Warlita	Licensed Vocational Nursing	NonCredit
* Stair, Tahnee D	Interdisciplinary Studies	Credit
+ Su, Timothy M	Chemistry	Credit
Susan Barston	Bus/Office Tech/Small	NonCredit
Taveevirat, Ajchariya	Broadcast Communications	Credit
Taveevirat, Ajchariya	Broadcast Electronic Media Art	Credit

+ Thomas, Barbara E	Learning Assistance	Credit
Todd, Stephanie L	Bus/Office Tech/Small Bus	Credit
Tong, Pauline	Asian-American Studies	Credit
Toribio, Helen C	Asian-American Studies	Credit
+ Torres, Chita	Licensed Vocational Nursing	Credit
+ Torres, Chita	Licensed Vocational Nursing	NonCredit
Toth, Andrea	English As a Second Language	Credit
Valesco, Frances K.	Older Adults	NonCredit
Webster, Carlos	Counseling	NonCredit
Wilner, Lorraine	Bus/Office Tech/Small Bus	Credit
Wobogo, Vulindela I	Transitional Studies	NonCredit
Yuen, Christina	Chinatown/NB	NonCredit
Zetes, Kathleen	Child Dev. & Family Studies	Credit
Zotman, Mikhail	Bus/Office Tech/Small Bus	NonCredit

G1 SPRING 2000: 183

Total for G1: 195

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Restricted

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester, department and restricted program shown. Employment is contingent upon funds available in the applicable restricted program. Employment is contingent upon adequate class enrollment, possession of applicable minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time academic employees shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments for full-time academic employees shall be in accordance with the relevant provisions of the appropriate bargaining contracts and the City College of San Francisco Faculty Handbook.

SPRING 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Grant</u>	<u>Division</u>
Brinson, Rosemary	Matriculation	Matriculation - Credit 99-00	Credit
+ Chinn-Morales, Carole	English As a Second Language	Matriculation - NC 99-00	NonCredit
+ Cook, Venette	English As a Second Language	Matriculation - NC 99-00	NonCredit
De Cordova, Andre Monserr	Extended Oppo Prog & Services	EOPS - 99-00	Credit
DuBois, Marcia J	English As a Second Language	Matriculation - NC 99-00	Credit
+ Glanzer, Carole S	English As a Second Language	Matriculation - NC 99-00	NonCredit
Ikeda, Vivian	English As a Second Language	Matriculation - NC 99-00	Credit
+ Johnson, Dennis R	English As a Second Language	Matriculation - NC 99-00	Credit
Kearsley, Jeanne	English As a Second Language	Matriculation - NC 99-00	Credit
Meis, Vincent T	English As a Second Language	Matriculation - NC 99-00	Credit
+ Peck, Daniel	Transitional Studies	Matriculation - NC 99-00	NonCredit
+ Rooney, Maureen Y	English As a Second Language	Matriculation - NC 99-00	NonCredit
+ Winn, Sally A	English As a Second Language	Matriculation - NC 99-00	NonCredit

G2 SPRING 2000: 13

Total for G2: 13

Total Records: 208

0000330 - G3
Amendment
to Resolution

RESOLVED: That Resolution 000127-G3, Full-Time, First Year Contract faculty, be amended in part to show the following:

NAME
CHANGE
FROM:

DEPARTMENT/CAMPUS

STATUS

REPLACEMENT FOR

EFFECTIVE DATES

HECTOR, GINA

Business English &
Microcomputer / Business /
Office Technology & Small
Business / Phelan / DNT / JAD

First Year Contract

Patricia Turay
U-7421-1120-0500-C300
FF9702

01/31/00

TO:

HECTOR, GINA

Business English &
Microcomputer / Business /
Office Technology & Small
Business / Phelan / DNT / JAD

First Year Contract

Patricia Turay
U-7421-1120-0500-C300
FF9720

01/31/00

0000330 - G4
Leave of
Absence

RESOLVED: That for the effective dates shown the following named academic personnel be granted leave of absence:

NAME

DEPARTMENT/CAMPUS

CONTRACT SECTION

EFFECTIVE DATES

KO, HOI M.

Aircraft Maintenance Technology /
Airport

17.B 100%

03/01/00 - 06/30/00

SAUNDERS, KATHERINE
SU, TIMOTHY M.

Mathematics / Phelan
Chemistry / Phelan

17.B 100%
17.B 100%

08/16/00 - 05/25/01
08/16/00 - 05/25/01

G1 to G11

03/30/00

Page 8 of 21

000330 - G4 (Cont.)

Leave of
Absence

<u>NAME</u>	<u>DEPARTMENT/CAMPUS</u>	<u>CONTRACT SECTION</u>	<u>EFFECTIVE DATES</u>
STEIN, ALIYAH (Judith)	Behavioral Science / Phelan	17.P 53.334%	01/14/00 - 05/26/00
NEWTON, VICTORIA H.	ESL / Phelan	17.P 46%	08/16/00 - 12/22/00
LEE, KIM W.	ESL / Phelan	17.P 20%	08/16/00 - 05/25/01
THOMPSON, SARAH	General Counseling / Phelan	17.P 20%	08/16/00 - 05/25/01
TONG, DORLEEN	ESL / Chinatown	17.P 20%	08/16/00 - 05/25/01
FLAGIELLO, CAROLYN C.	Vocational Nursing / John Adams	17.P 16%	08/16/00 - 05/25/01

000330 - G5

RESOLVED: That effective date shown, the demise of the following named academic personnel be noted
Demise for the purpose of record clearance:

<u>NAME</u>	<u>DEPARTMENT/CAMPUS</u>	<u>EFFECTIVE DATES</u>
CHEW, Wellington	Student Services / Chinatown	01/20/00
TRIPLETT, Samuel	ESL / Alemany	02/19/00

000330 - G6

Name
Change

RESOLVED: That the name of the following academic employee be changed for record purposes:

FROM:

CORTEZ, DORIS JEAN

TO:

HAMILTON, DORIS JEAN

000330 - G7
Amendment
to Resolution

RESOLVED: That Resolution 000127-G7, Reduced Workload Pre-Retirement reduction, be amended in part to show the following:

NAME

DEPARTMENT/CAMPUS

TERMS OF DUTY

EFFECTIVE DATES

CHANGE
FROM :

COTTER, DORENE

DSP&S / PHELAN

Work 50% every Fall, and 0% every Spring

Fall 2000 - Spring 2002

CHANGE
TO:

COTTER, DORENE

DSP&S / PHELAN

Work 100% every Fall, and work 0% every Spring

Fall 2000 - Spring 2002

G1 to G11

03/30/00

Page 10 of 21

000330 - G8
Amendment
to Resolution **RESOLVED:** That Resolution 991028-G7, Reduced Workload Pre-Retirement reduction, be amended in part to show the following:

<u>NAME</u>	<u>DEPARTMENT/CAMPUS</u>	<u>TERMS OF DUTY</u>	<u>EFFECTIVE DATES</u>
<u>CHANGE</u> <u>FROM :</u> NIXON, PAUL	 ESL / John Adams	 Work 80% every Fall, and work 80% every Spring	 Spring 2000 - Spring 2009
<u>CHANGE</u> <u>TO:</u> NIXON, PAUL	 ESL / Phelan	 Work 80% in Spring 2000 Work 60% every Fall, and work 80% every Spring	 Spring 2000 only Fall 2000 - Spring 2009

000330 - G9 **RESOLVED:** That Resolution 971120-G9, Reduced Workload Pre-Retirement reduction, be amended in part to show the following:
Amendment to Resolution

<u>NAME</u>	<u>DEPARTMENT/CAMPUS</u>	<u>TERMS OF DUTY</u>	<u>EFFECTIVE DATES</u>
<u>CHANGE FROM:</u>			
CAHN, MITZI R.	ESL / Downtown	Work 80% every Fall, and work 80% every Spring	Spring 1998 - Spring 2009
<u>CHANGE TO:</u>			
CAHN, MITZI R.	ESL / Downtown	Work 80% every Fall, and work 80% every Spring Work 60% every Fall, and work 60% every Spring	Spring 1998 - Spring 2000 Fall 2000 - Spring 2009

000330-G10 **RESOLVED:** That the Academic Year indicated the following academic personnel be granted Reduced Workload - Pre-Retirement Reduction status at City College of San Francisco, subject to receipt of approval from the State Teachers' Retirement System, as follows:

<u>Pre-Retirement Reduction</u>			
<u>NAME</u>	<u>DEPARTMENT/CAMPUS</u>	<u>TERMS OF DUTY</u>	<u>EFFECTIVE DATES</u>
CHANG, HORTENSIA	DSP&S / Phelan	Work 0% every Fall, and work 100% every Spring	Fall 2000 - Spring 2010
SHAPIRO, ANNE G.	ESL / Phelan	Work 0% every Fall, and work 100% every Spring	Fall 2000 - Spring 2010
SLAUGHTER, RANDI P.	ESL / Phelan	Work 0% every Fall, and work 100% every Spring	Fall 2000 - Spring 2010
TRUONG, BARBARA	Counseling / Downtown	Work 50% every Fall, and work 50% every Spring	Fall 2000 - Spring 2010
BEAVERS, MARY KAY	Mathematics / Phelan	Work 100% every Fall, and work 60% every Spring	Fall 2000 - Spring 2010

RESOLVED: That resolution 000224-G5, Academic Employees Temporary Tenure Review Assignments for the period January 18, 2000 to May 26, 2000, be amended in part to show the following:

NAME	<u>CHANGE HOURS</u>		<u>ADD</u>
	<u>FROM:(January)</u>	<u>TO: (May)</u>	
Adams, Mary	9	9	
Aguirre, Patricio	9	0	
Alioto, Darlene	27	27	
Amstler, Mary	17	17	
Armstrong, James	9	9	
Augustine, Henry	9	18	
Ayala, Hilda	18	27	
Baird, Roger	17	17	
Baptiste, William	18	18	
Bass, Dana	9	9	
Batchelor, Karen	17	0	
Beaver, William	18	9	
Bergman, Julia	9	18	
Berard, Raymond	9	0	
Bixler, Camilla	17	0	
Bixler, Ronald	9	9	
Borrazas, Jaime	9	9	
Brent, Elizabeth	9	9	
Brinson, Rosemary			9
Brown, Brenda	9	9	
Brown, Harold	9	9	
Bullard, Pete			9

000330 - G11 (Cont.)

**Amendment
to Resolution**

Cabral, Barbara	9	9		
Caldwell, Mary	9	9		
Calvello, Michael	18	18		
Cantrell, Mary Anne	9	0		
Cassady, Lea	9	9		
Chan, Nora	9	9		
Chang, Cordelia	9	9		
Chen, Pearl	9	9		
Cheremeteff, Maria	9	9		
Chin, Jessie				18
Chinn-Morales, Carole	9	9		
Clark, Ann	43	43		
Clark, Sunny	26	26		
Conde, Marie	9	9		
Conner, Constance	35	35		
Cook, Venette				17
Cornejo, Lynda	9	9		
Cortez, Doris	9	9		
Crosson, Gloria	9	9		
Cunningham, Tomi	18	18		
Curtis, Arthur	9	9		
Dang, Lorrain	18	18		
Dawson, Robert				9
DeGirolamo, Gerald	17	17		
Degroot, Peter	18	18		
Diaz, Jorge	9	9		

G1 to G11

03/30/00

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**Amendment
to Resolution**

Doyle, Terrence	26	26
Doyle, Thomas	18	9
Duckworth, Edwin	17	17
Duggan, Bradley	9	9
Dyer, Fred	9	9
Endres, Rose	27	18
Ergun, Marylou	9	9
Estupinian, Joseph	9	0
Fa, Angie	17	17
Few, John	26	26
Fiore, Linda	9	9
Florentini, Teresa	9	0
Fisher, Paul	9	9
Flagiello, Carolyn	9	9
Fong, Lawrence	9	9
Fowler, Janet	18	9
Gabler, Burton	9	9
Gee, Coleen	17	17
Gentile, Pamela	18	9
Gibson, Kirk	9	9
Gibson, Nina	17	17
Gillette, Linda	27	18
Glanzer, Carole	18	9
Gonzales, Juan	9	9
Gragg, Jerry	9	9
Gragg, Maki Ohy	9	9

Amendment
to Resolution

Green Jacquelyn	9	9	
Guichard, Margaret	17	17	
Guthrie, Michael	9	9	
Haas, Ursula	9	9	
Hale, Cecil	9	9	
Hall, Terrance	36	36	
Harris, Julie			17
Hatcher, Henry	27	27	
Hayes, Daniel	17	17	
Hayes, Donna	18	27	
Hayes, Earl	9	0	
Hector, Willie	9	9	
Heredia, Maria	9	18	
Ho, Karen	17	17	
Hock, Margaret	9	9	
Hoenisch, Charles	9	9	
Holbert, Raymond	18	18	
Hom, Grace	17	17	
Hsu, Hilary	9	9	
Hulbert, Michael	36	27	
Huynh, Kim-Dung	9	9	
Inman, Judy			17
Irwin, Robert	9	9	
Iqbal, Mohammed			9
Jenkins, Alvin	17	17	
Jew, Carl			17

**Amendment
to Resolution**

Johnson, Dennis	18	18
Johnson, Elaine	26	17
Kelly, Michael	17	0
Khan, Shehla	9	27
Kilgariff, Martin	9	9
Ko, Hoi Ming	17	17
Kuhns, Craig	17	17
Laddin, Larry	17	17
Leber, Lorraine	17	17
Lee, Alfred	9	9
Lee, Dack	35	35
Lee, Kim	9	9
Legion, Vicki	18	18
Levinson, Stephen	35	35
Liu, Chelcie	18	18
Lopez, Susan	27	27
Mackey, Robin	9	9
Macri, Ben	17	0
Marion, Al	9	9
Mathes, Valerie	9	9
Mattea, Betty	9	9
Mauzey, Karl	9	0
McAdam, Sherry	18	18
McCarthy, Denise	9	26
McCaughna, Jill	9	9
McCormack, Irene	18	0

000330 - G11 (Cont.)
Amendment
to Resolution

McGrevy, Abbie	9	9
McKnight, Lindy	26	26
Meehan, Joan	9	0
Metzler, Charles	18	9
Mireles, Enrique	27	27
Mitchell, Tanya	27	9
Morales, Leslie	17	17
Moreno, Edward	17	17
Moriwaki, Glenn	17	17
O'Hare, Melanie	27	27
Obenchain, Cynthia	45	45
Oldham, Mary	26	26
Osborne, Marie	18	18
Oxen, Richard	9	9
Padua, Joseph	9	9
Palma, Freddy	9	9
Pandolfi, Carol	26	9
Pasquini, Phil	9	9
Paz, Leo	9	9
Perez, Linda	26	26
Phillips, Catherine	9	0
Podenski, Francine	17	17
Poley, James	9	9
Price, Robert	17	17
Quadra, Indiana	9	9
Rapleyea, Annette	27	27

000330 - G11 (Cont.)
Amendment
to Resolution

Rendon, Peggy	9	9	
Rivera, Eloise	9	9	
Roberti, Ann	9	0	
Robinson, John	17	26	
Rodrigues, Richard	9	9	
Roth, Robin	17	17	
Rouder, Susan	26	26	
Rubin, Ronald	27	27	
Rule, Ann	35	35	
Rustigan, James	9	9	
Ryder, Margaret	9	0	
Safwat, Yvonne	9	9	
Saginer, Karen	27	27	
Schlesinger, Sandra	17	0	
Scott, Diana	9	9	
Seymour, Sharon	18	18	
Shardlow, George	9	9	
Shaw, Barbara	9	9	
Shoaf, William	34	17	
Siegel, Robert	9	9	
Silva, Manuel	27	18	
Simon, Leslie	18	18	
Simpson, Glen	9	9	
Spingola-Connolly, Jeannie	9		
Songco, Warlita		9	
Ta, Mihn-Hoa	9		9

000330 - G11 (Cont.)
Amendment
to Resolution

Thiry, Pierre	27	9
Thomas, Julie	26	26
Torres, Chita	26	17
Tragardh, Thomas	9	0
Tsao, Wing	9	9
Tse, Annie	18	18
Ubungen, Dennis	9	9
Valentine, Alexander	35	35
Villalta, Hugh	9	9
Vitorelo, Joan	18	9
Wall, Ellen	17	17
Wall, Jessie	9	9
Wendel, Nicole	17	17
White, Austin	17	17
Whitlatch, Norman	35	35
Wilensky, Debra		
Willet, Janet	18	18
Wolf, Kathleen	18	18
Wong, Francisco	18	18
Wong, Paul	9	9
Woodard, Patsy	17	17
Yee, David	35	35
Yee, Frank	9	9
Yee, Jill	9	9
Yim, Leslie	17	17

000330 - G11
**Amendment
to Resolution**

(Cont.)

Zakus, Sharon
Zanetto, Jana

17
9

17
9



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

H1

DATE: March 30, 2000

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Academic Employees
Credit Program/Non-Credit Program
Categorically Funded
City College of San Francisco
(Resolutions 000330-H1)

BACKGROUND INFORMATION:

Resolutions 000330-H1 cover categorically funded temporary academic employees appointments and/or other related personnel transactions pursuant to the provision of California Education Code #87470. All Appointments are classified as temporary, when services are required and funds are provided. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Clara Starr, Originator

BOARD OF TRUSTEES

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ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • LAWRENCE WONG

DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester, department and grant shown. Employment is pursuant to Education Code section 87470 and contingent upon funds available in the applicable Grant/Contract. Employment is contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time faculty shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments shall be in accordance with the relevant provisions of the appropriate bargaining contract and the City College of San Francisco Faculty Handbook.

FALL 1999

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Grant</u>	<u>Division</u>
+ Wostner, Ulf T	Vocational Education	Vatea IIC - 1999-2000	Credit

H1 Fall 1999: 1

SPRING 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Grant</u>	<u>Division</u>
Boone, Anthony G	Contract Education	SF Airport Comm - 33	NonCredit
+ Brown, Jessica Jani	English	T3 Student Success 99-00	Credit
+ Buford, Sylvia Y	Child Dev. & Family Studies	Foster Parenting 99-00	NonCredit
Burnick, Merle Toby	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
Cabahug, Elma P	Information Technology Svcs	TTIP 98-99	NonCredit
Calvello, III, Michael A.	Information Technology Svcs	TTIP 98-99	NonCredit
+ Chan, Marcia J	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
+ Chang, Yvonne	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
Chung, J Chuong H	Behavioral Sciences	FSS-Asian Infusion 99-00	Credit
Clark, Leslie E	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
+ Cornejo, Lynda M	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
Crane, Lynette M	Contract Education	Ct.Ed District Attorney	NonCredit
Dierauf, Jr., Edward J	Engineering & Technology(Weld)	SF Admin/SWMP/Bus Waste	Credit
+ Durighello, Joy A	English As a Second Language	T3 Student Success 99-00	Credit
Franklin, Kim R.	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
+ Fullerton, Sandra	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
Goldstein, Augusta Alc	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
+ Gratch, Bonnie Gere	Information Technology Svcs	TTIP 98-99	NonCredit
Griffis, Stanley J	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
Gutierrez, William E	Trade Skills	TANF - 99-00	NonCredit
+ Hockman, Barbara G	English As a Second Language	T3 Student Success 99-00	Credit
+ Johnson, Dennis R	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
Kearsley, Jeanne	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
+ Kleinman, Craig Ira	English	T3 Student Success 99-00	Credit
Krost, Mary Robe	Contract Education	SF Airport Comm - 33	NonCredit
Lepori, Kathleen Loui	Contract Education	SF Airport Comm - 33	NonCredit

**TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: Categorically Funded.**

+ Lew, Eunice	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
Lewis, Christa M	Counseling	CtEd Air China-2 991118B25	NonCredit
+ Lim, James Horn	Information Technology Svcs	TTIP 98-99	NonCredit
+ Louie, Louise Y	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
+ Lum, Jerry W	Architecture	T3 Student Success 99-00	Credit
Moy, Deborah L	Research and Planning	Biolink Ind. Cost	Credit
+ Nakahata, Alice	Child Dev. & Family Studies	State Preschool FullDay 99-00	Credit
+ Olsen, Judy E	English As a Second Language	T3 Student Success 99-00	Credit
+ Pon, Teresa	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
Price, Geraldine J	Child Dev. & Family Studies	Foster Parenting 99-00	NonCredit
Price, Geraldine J	Child Dev. & Family Studies	SFDHS-Foster Training #2	NonCredit
+ Regino, Nestor C	Architecture	T3 Student Success 99-00	Credit
+ Rico, Stephen M	Child Dev. & Family Studies	Children Council-Mayor's Office	Credit
Roberts, Judith Ann	Behavioral Sciences	Pregnancy Prevention Program 99-00	Credit
+ Robinson, John L	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
+ Rosales-Uribe, Maria	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
Rowley, Shaun E.	Assessment	SFDHS/PIC/CAREER LINK 99-00	NonCredit
+ Sauve, James D	English	T3 Student Success 99-00	Credit
+ Schultz, Gabriella T	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
Selleck, Denise F	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
+ Siegel, Robert	Teachers' Resource Center	Adult Basic Education 99-00	NonCredit
Taylor, Terri	Counseling	SFDHS/PIC/CAREER LINK 99-00	NonCredit
Taylor, Terri	Counseling	CALWORKS - 99-00	NonCredit
+ Teti, Frederick Anth	Mathematics	T3 Student Success 99-00	Credit
Vo, Danny	Mathematics	Ct.Ed. General Services Admin.	Credit
+ Wall, Jesse D.	Physics	T3 Student Success 99-00	Credit
Webster, Carlos	Contract Education	Ct.Ed SF League of Urban Gardenrs-5	NonCredit

H1 Spring 2000: 53

Total for H1: 54

Total Records: 54



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: 03/30/2000 **L1**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Authorization to amend employment Contract (s)
(Resolution No. 000330 - L1)

BACKGROUND INFORMATION:

The Board of Trustees by Resolution No. 791120-B1 has made available to its employees the provisions of Section 403 (b) of the United States Internal Revenue Code and Section 17501 of the California Revenue and Taxation Code.

Employees of the San Francisco Community College District may enter into an amendment of their employment contracts for the purpose of effecting a reduction in the salaries paid to such employees, and that for each employee who voluntarily elects to accept such reduction in his or her salary, the San Francisco Community College District shall, as directed by such employee, a) purchase, with an amount equal to the reduction in salary, a nontransferable annuity contract issued by an insurance company selected by the employee concerned, or b) contribute an amount equal to such reduction in salary to a custodial account of a custodian selected by the employee, in which all rights under said custodial account shall be exercisable by the employee concerned.

RECOMMENDATION:

RESOLVED: That the Board of Trustee of the San Francisco Community College amend employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract, complying with the provisions of Section 403 (b) of the United States Internal Revenue Code, and Section 17501 of the California Revenue and Taxation Code.

03/30/00 – L1 page 1

BOARD OF TRUSTEES

DR. ANITA GRIER, PRESIDENT • ROBERT P. VARNI, VICE PRESIDENT • DR. NATALIE BERG
ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • LAWRENCE WONG

DR. PHILIP R. DAY, JR., CHANCELLOR

a) <u>INSURANCE COMPANIES</u>	<u>I. D. NO.</u>	<u>BI-WEEKLY AMOUNT</u>
Aragon Financial	37936	384.00
GALIC	56056	403.00
GALIC	56879	400.00
Lincoln Life	01434	25.00
Met Life	56353	140.00
Met Life	54873	140.00
Met Life	21742	250.00
Met Life	62644	150.00
Met Life	56231	75.00
Met Life	55342	100.00
Met Life	25529	35.00
Met Life	55596	25.00
Met Life	55976	330.00
Met Life	55775	50.00
Met Life	57361	200.00
Nationwide	11044	534.00
Northern Life	01434	25.00
Security First	56495	75.00
Security First	54697	360.00
Security First	56394	100.00
Security First	54735	100.00
Security First	45974	100.00
VALIC	21144	125.00
VALIC	56399	403.84
VALIC	52878	519.23
VALIC	55752	519.23
VALIC	57355	96.00

b) <u>CUSTODIAL ACCOUNTS</u>	<u>I. D. NO.</u>	<u>BI-WEEKLY AMOUNT</u>
Fidelity	03634	25.00
Fidelity	55984	300.00
Fidelity	56158	254.76
Fidelity	56254	235.00
Janus	55533	400.00
Janus	57383	246.00
Janus	56976	200.00
Janus	60234	403.00

03/30/00 – L1 page 2

Janus	10244	403.84
Janus	57154	100.00
Janus	55455	403.85
Janus	56313	40.00
Janus	55474	100.00
Janus	54598	300.00
Janus	55984	100.00
Janus	56878	225.00
Janus	54735	200.00
Merrill Lynch	52466	350.00
T. Row Price	56313	25.00
T. Row Price	56202	300.00
Vanguard	25915	350.00
Vanguard	54581	106.00

c) <u>TERMINATION/CANCELLATIONS</u>	<u>I.D. NO.</u>	<u>BI-WEEKLY AMOUNT</u>
Capital Guardian	55474	75.00
Conseco	37936	135.00
Fidelity	56202	220.00
GALIC	55276	100.00
GALIC	55474	100.00
National Health	39462	100.00
National Health	06740	150.00
Janus	62644	150.00
Security First	54877	100.00
Scudder	56254	235.00
T.Rowe Price	56313	25.00
USG Annuity	56056	365.00
TIAA-CREF	37936	100.00
Vanguard	60234	403.00
Vanguard	10244	103.84

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

James Kendrix, Originator

03/30/00 – L1 page 3



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

N1

DATE: March 30, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor
Subject: Academic Employees
Community Services Classes
City College of San Francisco
(Resolutions 000330-N1)

BACKGROUND INFORMATION:

Resolutions 000330-N1 covers appointments of academic employees to Community Service Classes and/or other related transactions pursuant to the provisions of California Education Code #78300. All appointments are classified as temporary, hourly unless otherwise stated in the resolution. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Clara Starr, Originator

BOARD OF TRUSTEES

DR. ANITA GRIER, PRESIDENT • ROBERT P. VARNI, VICE PRESIDENT • DR. NATALIE BERG
ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • LAWRENCE WONG

DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments in Community Services and related Programs pursuant to Education Code Section 78300. Employment is contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time faculty shall not exceed 60% of the hours per week considered as full-time assignments for regular employees having comparable duties. Total overload/extra pay assignments for full-time faculty shall be in accordance with the relevant provisions of the appropriate bargaining contract and the City College of San Francisco Faculty Handbook.

SPRING 2000

(+: Full-time overload/extra pay)

(*: New hourly academic employee)

<u>Name</u>	<u>Department</u>	<u>Division</u>
Franklin, Kim R.	Institute for Int'l Students	NonCredit
Kelly, IV, Edward J.	Community Services	NonCredit
* Maniscalco, Serena V.	Community Services	NonCredit
Reynolds, Stanislaus G	Community Services	NonCredit
* Simons, Mark S.	Community Services	NonCredit

N1 Spring 2000: 5

Total for N1: 5

Total Records: 5



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

P1

DATE: March 30, 2000
TO: Board of Trustees
FROM: Dr. Philip R. Day, Jr., Chancellor

**Subject: Policy Manual
Amending the San Francisco Community
College District Policy Manual
(Resolution No. 000330 – P1)
May Require Five Affirmative Votes**

BACKGROUND INFORMATION:

As noted in Resolution No. 000127-P1, the administration has reviewed the Policy Manual of the District and made changes as authorized by the Board. The Board also authorized additional generally non-substantive revisions for publication purposes, which were then utilized in producing an updated version of the Policy Manual which was presented to the visiting Accreditation Team. These revisions as well as other generally non-substantive changes, which reflect how the District is really operating, are being brought to the Board for final approval at this Board meeting. Much of the detailed former policy language will be placed into Administrative Regulations or other appropriate documents.

However, there is a specific proposed change to PM 2.02 that goes beyond the criteria outlined above. The current administrative organizational chart is considered a policy; thus even minor changes to a title of an administrator requires two Board meetings (or a special declaration by five board members at one Board meeting) to effectuate the change. The organizational structure should not be a policy, and historically it was not until May 23, 1991. Prior to that date, PM 2.02 described the existing divisional structure: the District Office Division, the City College Division, and the Community College Centers Division, along with the areas of responsibility of each division. The revision on May 23, 1991 to include the organizational structure as policy was made with the background of a study by Strategic Planning Associates (SPA) and

03/30/00 – P1 page 1

BOARD OF TRUSTEES

DR. ANITA GRIER, PRESIDENT • ROBERT P. VARNI, VICE PRESIDENT • DR. NATALIE BERG
ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • LAWRENCE WONG
DR. PHILIP R. DAY, JR., CHANCELLOR

recommendations of the District's Reorganization Implementation Steering Committee (RISC). The underlying purpose of the policy change was to reflect and cement the merger of the operational entities within the District and abolishment of the divisional structure. This merger and abolishment have been accomplished. But the continuation of the organizational chart as a policy is inappropriate and frequently cumbersome. This proposed change would remove the organization chart as a policy. The Chancellor would have the responsibility of recommending an appropriate organization chart to the Board for its approval as part of the Chancellor's recommended budget. Furthermore, any subsequent recommended changes by the Chancellor, subject to appropriate shared governance consultations, would be presented to the Board of Trustees for its approval.

San Francisco Community College District Policy Manual 1.05 D reads as follows: "Adoption of Policies. Any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, providing notice of said intended action has been given at a previous meeting. Any policy or by-law which is regulatory as to the Board but is not otherwise required by law may be suspended temporarily by a vote of at least five (5) members or of all those present if four members are present, if such suspension is in the best interest of the District."

RECOMMENDATION:

WHEREAS: San Francisco Community College District Policy Section 1.05 D provides that any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, provided notice of said intended action has been given at a previous meeting; but

WHEREAS: This Section 1.05 D also provides that any policy or by-law which is regulatory as to the Board but is not otherwise required by law may be suspended temporarily by a vote of at least five (5) members or of all those present if four members are present, if such suspension is in the best interest of the District; and

WHEREAS: The process requiring prior notice to amend the policy is not required by law; and

WHEREAS: The Chancellor seeks to amend the attached policy manual sections in as an expedient manner as possible in accordance with Resolution 000127 – P1.

WHEREAS: The usual two readings to change the policy manual to effectuate this change will unnecessarily delay the amending of these policies; and

WHEREAS: The Board finds that the temporary suspension of that part of Policy Manual Section 1.05 D requiring prior notice to amend the policy manual is in the best interest of the District.

THEREFORE BE IT RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby temporarily suspends that part of the Policy Manual Section 1.05D which would require that prior notice be given at a previous meeting in order to amend specific policy manual provisions;

AND FURTHER BE IT RESOLVED: That the San Francisco Community College District Policy Manual Sections be amended to read as enumerated in the attachment. (Additions or substitutions are indicated by ***bold italics*** and deletions are indicated by ~~strikeout~~.)

PM 1.07	Committees
PM 2.02	Administrative And Organizational Structure Of The San Francisco Community College District
PM 2.07	City College Of San Francisco Shared Governance System
PM 3.01	Academic Personnel – General Provisions
PM 3.02	Equal Employment Opportunity And Affirmative Action
PM 3.07	Basis For Employment
PM 3.09	Employee Requirements
PM 3.10	Contracts
PM 3.13	Health And Welfare Benefits
PM 3.14	Salary
PM 3.16	Transfer
PM 3.17	Absences – Leaves of Absence
PM 3.19	Tenure/Administrator's Right To A Faculty Position
PM 3.20	Termination Of Services
PM 3.21	Imposition Of Penalties
PM 3.23	Political Activities
PM 3.24	Employee Organization
PM 3.25	Publication Of Articles And Productions By Employees
PM 3.30	Public Notice Procedure Relating To Meeting And Negotiating Under The Educational Employment Relations Act
PM 4.06	Activities
PM 5.01	Student Activities
PM 5.07	Equal Educational Opportunities For Students
PM 6.03	Course Development
PM 6.11	Rules Of Student Conduct
PM 6.15	Establishing, Reviewing, And Implementing Prerequisites, Corequisites, Advisories On Recommended Preparation And Limitations On Enrollment

PM 3.30 Public Notice Procedure Relating To Meeting And
Negotiating Under The Educational Employment
Relations Act

PM 4.06 Activities

PM 5.01 Student Activities

PM 5.07 Equal Educational Opportunities For Students

PM 6.03 Course Development

PM 6.11 Rules Of Student Conduct

PM 6.15 Establishing, Reviewing, And Implementing
Prerequisites, Corequisites, Advisories On
Recommended Preparation And Limitations On
Enrollment

PM 7.01 Policy For The Provision Of Physical Facilities

PM 7.02 Master Plan

PM 7.03 Planning Projects

PM 7.06 Compliance With State Laws

PM 7.07 Requisitions, Service And Encumbrances

PM 7.08 Selection Of Architects

PM 7.09 Equal Employment Opportunity Policy In The
Procurement Of Supplies And Services

PM 7.10 Policy Regarding Hiring Union Labor

PM 7.11 Damage To School Property

PM 7.16 Memorials And Naming Buildings

PM 7.18 Art Enrichment Of Construction Projects

PM 8.04 Solicitation Of Funds And Use Of District Name

PM 8.06 Procurement Of Supplies, Equipment And Services

PM 8.08 Acceptance Of Gifts

Originator: Ronald Lee

PM 1.07 POWERS AND DUTIES OF THE BOARD

A. GENERAL PROVISIONS

In conformity with its interpretation of its powers and duties under the law, the ~~Governing~~ Board *of Trustees* assumes full responsibility for the general control and direction of the District.

In order to carry out its responsibility for general control and direction of the District, it will be the purpose and practice of the Board to function as follows:

Determine broad general policies, plans and procedures to guide its officers and employees.

Establish administrative policies by which authority and responsibility for services will be defined and by which the residence and flow of authority will be determined.

Deliberate with its chief executive officer upon matters initiated by its own members and grant or withhold its approval of proposals brought before it by its executive officer by application of the principle of pre-audit.

Evaluate and criticize, and by veto, correct and revise policies and actions as need may arise as provided for in Section 1.05.

Order elections as authorized by the Education Code.

B. CONFLICT OF INTEREST

In compliance with the Political Reform Act of 1974, California Government Code Section 81000, et seq., the San Francisco Community College District hereby adopts the provisions of the Regulation 18730 of the Fair Political Practices Commission, (2 California Code of Regulations, Section 18730) as said regulation reads on the date this resolution is adopted and as said regulation may be amended from time to time, as the Conflict of Interest Code for the District, as supplemented by AR 1.07.01. Designated employees under the Conflict of Interest Code, and their respective disclosure categories, are those persons holding positions listed in the Exhibits A and B to AR 1.07.01. Designated employees shall file statements of financial interest with the Chancellor of the District, who shall serve as the filing officer for the District and who shall retain the original of all statements filed in his or her office, unless otherwise directed by law or regulation to the contrary.

**ADMINISTRATIVE AND ORGANIZATIONAL STRUCTURE OF THE
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT**

~~The organizational structure of the District and administrative relationships within the District are as specified in the following Organizational Chart.~~ *The Chancellor shall have the responsibility of recommending, after appropriate consultation, the administrative and organizational structure necessary to meet the mission and goals of the San Francisco Community College District. The organizational chart/structure for the college district shall be presented for Board approval concurrently with the college's annual budget.*

PM 2.07 CITY COLLEGE OF SAN FRANCISCO SHARED GOVERNANCE
SYSTEM

I. General Statements

- A The Board of Trustees embraces the concept of shared governance as a fundamental policy of the college, while retaining its own rights and responsibilities as the ultimate authority in all areas defined by State laws and regulations.
- B The Board of Trustees shall establish procedures to ensure faculty, staff, and students,
 - 1. the opportunity to express their opinions and to ensure that these opinions shall be given every reasonable consideration; and,
 - 2. the right to participate effectively in college governance.
- C Appropriate members of the college shall participate in planning for the future, and in developing policies, regulations, and recommendations under which the college is governed and administered.
- D Each constituency of the college which has the responsibility and expertise in a particular area shall participate in the formulation of policies and regulations related to that area. Such participation will bring together multiple segments of the college in instances where policies and regulations affect staff across schools and departments.
- E College standing and ad hoc committees shall be structured to include appropriate representation by faculty, administration, classified staff, and students, when matters being considered are within their purview.
- F. The Board of Trustees delegates responsibility and authority to the Chancellor to establish a college shared governance system in consultation with and approval of appropriate college constituencies, subject to Board approval.
- 1. The Board of Trustees, and its official representative, the Chancellor, shall rely primarily upon the advice and judgement of the Academic Senate in the following areas as defined by Title 5, Section 53200:
 - 1. Curriculum, including establishing prerequisites and placing courses within disciplines
 - 2. Degree and certificate requirements

3. Grading policies
4. Educational program development
5. Standards or policies regarding student preparation and success
6. District and College governance structures, as related to faculty roles
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports
8. Policies for faculty professional development activities
9. Processes for program review
10. Processes for institutional planning and budget development
11. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate

II. College Governance Structures

The college shall be governed by three governance systems:

1. Collegial governance system in which the college shall rely primarily upon the advice and judgment of the Academic Senate and its representatives;
2. The college advisory governance system in which standing committees, ad hoc committees, and trade advisory/community advisory committees may provide advisory recommendations to the College Advisory Council for review and action;
3. Budget and planning governance system which is advisory directly to the Chancellor on all matters pertaining to institutional priorities, planning and Budget issues.

A Collegial Governance System

1. It is the responsibility and obligation of members of the faculty, administration and Board to participate in the collegial process. The collegial governance system comprises four institutional bodies. They are:
 - a) Academic Policies
 - b) Curriculum

- c) Student Preparation/Student Success
- d) Staff development (as it relates to faculty)

2. See Appendix A for a description of each standing committee. Subcommittees may be established to address specific subareas within these four areas. These subcommittees may address policy and/or implementation issues.
3. Each committee shall elect its own chair.
4. Each committee and subcommittee shall have a chair authorized to be responsible for the operations of the committee and an appropriate administrator on the committee shall be designated to ensure that the agreed upon mandate of the committees/subcommittees is carried out according to the agreed upon timelines.
5. Policy recommendations from the committees go directly to the *Vice Chancellor of Academic Affairs* ~~Academic Provost~~ and the Academic Senate for review and then (in consultation with the Vice Chancellor for ~~Administration and Finance~~ *and Administration*, where appropriate) to the Chancellor who will make his/her policy recommendations to the Board subject to Section IV.H below.
6. Where special circumstances dictate or special issues arise in academic and professional matters as defined in Title 5 regulations, the Chancellor, in consultation with the Academic Senate, may establish an ad hoc committee to develop recommendations. The Academic Senate shall appoint faculty and the Chancellor shall appoint administrators to the ad hoc committee. The committee shall report to the appropriate collegial governance committee and the Academic Senate and then to the Chancellor.

B. College Advisory Governance System

1. The Chancellor shall establish a College Advisory Council, which will coordinate policy development and make recommendations in areas not under the leadership of the Academic Senate. The Council shall consist of the following representatives from each of the following constituencies:
 - a) Faculty (three representatives chosen by the Academic Senate including one from AFT 2121, and one from Department Chairs Council)
 - b) Classified staff (three representatives appointed by SEIU 790 including one from group not represented by SEIU);
 - c) Administrators (three representatives appointed by the Chancellor)

- d) Students (two representatives appointed by the Associated Students Government for one year terms)

Appointments of faculty, classified staff and administrators shall be for two years.

- 2. The advisory governance system shall be comprised of three types of three types of committees:

- a) Standing Advisory Committees

Standing advisory committees report to the College Advisory Council (see Appendix B for list of standing committees).

- b) Ad Hoc Committees

Where special circumstances dictate or special issues arise, the Chancellor may establish ad hoc committees to develop recommendation. Representatives from each constituency shall be appointed by the appropriate organizations.

- c) Trade Advisor/Community Advisory Committees

Where appropriate, committees may be established to advise college programs. All recommendations are advisory to the administrator responsible for the program.

- 3. The College Advisory Council shall receive and review all recommendations from the college standing committees. The Council's recommendations shall be forwarded to the Chancellor who shall make final recommendations to the Board of Trustees.

The Council chair shall be the Chancellor or his/her designee.

C. Budget and Planning Governance System

- 1. The purpose of the Planning and Budgeting Council is to serve as a standing committee within the CCSF Shared Governance System with the specific charge to provide guidance in the overall planning system for CCSF, participate in the development of plans (including the strategic plan and annual plans), review and recommend the annual budget (including unit plans and budgets), and participate in the semi-annual assessment of accomplishments and outcomes. The council makes planning and budget recommendations directly to the Chancellor, who makes decisions on final plans and budget to be recommended to the Board of Trustees for adoption.

The council also may make recommendations on the overall policies and procedures for the development of plans and budgets at CCSF.

2. Committees may be established by the Council with appointments to be made by the chairperson. Members of committees may or may not be members of the standing Council. Descriptions of the committees, their function and their membership appear in the Appendix to the CCSF Shared Governance Policy.
3. The Chancellor will serve as chairperson of the Planning and Budgeting Council. In the absence of the Chancellor, a deputy chairperson may be named by the Chancellor to serve in this capacity.

III. The role of the Academic Senate Regarding Recommendations to the Board of Trustees

- A. The Board of Trustees or the Chancellor, may receive policy recommendations from the faculty in respect to academic and professional matters in three modes:
 1. From the Academic Senate directly, conditional upon the procedures set forth in Section IV. Subsection H.
 2. From collegial governance committees which rely primarily upon the advice and leadership of the Academic Senate and its representatives; and
 3. From college committees which may take up issues, which overlap with the areas, listed in Title 5, Section 53200.
- B. For recommendations directly from the Academic Senate or from collegial governance committees relying primarily upon the advice of the Academic Senate, the Board and the Chancellor, agree that the Board is relying primarily upon the advice and judgment of the Senate.
- C. For recommendations from college committees not under the leadership of the leadership of the Academic Senate on issues which may overlap with the areas listed in Title 5, Section 53200, the Board of Trustees or its designee, the Chancellor, shall make every effort to reach agreement with the Academic Senate.

IV. Authority, Responsibility and Process

- A. Policy recommendations from collegial academic committees or ad hoc committees with collegial standing shall go to the ~~Academic Provost~~ **Vice Chancellor of Academic Affairs** and the Academic Senate, then to the Chancellor and then the Board.

- B. Policy recommendations from the Academic Senate shall go to the *Vice Chancellor of Academic Affairs* ~~Academic Provost~~, then to the Chancellor and then the Board subject to the conditions of Section H below.
- C. Recommendations from the ~~Budget and Planning Committee~~ *Planning and Budget Council* shall go to the Chancellor and then to the Board.
- D. Recommendations from standing advisory committees shall go to the College Advisory Council, then to the Chancellor and the Board.
- E. Recommendations from the ad hoc committees not pertaining to academic and professional matters shall go to College Advisory Council and then to the Chancellor or his/her designee, and then the Board.
- F. Policy suggestions and proposals may originate from any individual, groups of individuals or organization in the college. The College Advisory Council shall receive all policy proposals, which do not originate in a committee. The Council shall designate the appropriate committee to examine the proposal with a timeline for reporting its deliberations to either the Council or the ~~Provost~~ *Vice Chancellor of Academic Affairs* if appropriate.
- G. The appointment of faculty members to serve on college committees, task forces or other bodies dealing with academic and professional matters, shall be made by the Academic Senate, after consultation with the Chancellor or his/her designee. The Academic Senate shall make every effort to rotate membership in committees in keeping with democratic and participatory principles.
- H. The Academic Senate and the Chancellor are committed to finding appropriate remedies and resolutions to all academic and professional matters in which there may be a disagreement.
 - 1. If the Academic Senate Executive Council or the ~~Provost~~ *Vice Chancellor of Academic Affairs* disagree with a policy recommendation from one of the collegial academic governance committees, the matter shall be referred back to the originating committee with written comments or recommendations so that issues raised by the Academic Senate Executive council or the ~~Provost~~ *Vice Chancellor of Academic Affairs* may be addressed. The Academic Senate Executive Council and the ~~Provost~~ *Vice Chancellor of Academic Affairs* will then review the policy issue and/or the committee's recommendations and report its decision to the Chancellor.
 - 2. If the Chancellor disagrees with a policy recommendation from the Academic Senate Executive Council, the matter shall be referred back to the Academic Senate Executive Council with written comments or recommendations so that issues raised by the Chancellor may be addressed. The Academic Senate

Executive Council will review the policy issues and report its decision to the Chancellor.

3. If no resolution or remedy is found, the Academic Senate shall present its position directly to the Board for review and action. If the Board rejects the Academic Senate recommendation, it shall do so with a written explanation to the Academic Senate.
- I. All committees shall have timely published agendas and printed, available, approved minutes.
- J. Each constituent group - - students, classified staff, administration and faculty - - shall evaluate the effectiveness and operation of the entire governance system every two years beginning in 1995. A summary report and recommendation, based upon the reports/recommendations of each constituent group, shall be developed by the College Advisory Council and forwarded to the Chancellor who shall make a report to the Board of Trustees with recommendations for improvements and change (if needed) in the governance system.
- K. The appendices to the Shared Governance System shall contain the name of each standing committee, function and purpose, membership composition, and reporting responsibility. The appendices shall be considered to be part of the college's administrative regulations.
- L. During November, 1994 this agreement shall be reviewed by each party and each such party shall use its best efforts to address any and all issues raised by the other party.

The San Francisco Community College District shall employ and maintain a staff that is competently trained, physically and mentally healthy, unified in purpose and organization, and devoted to the cause of public education and to the broader cultural and political purposes of American Government. In administering this policy, the ~~College Division and the Community College Centers Division~~ shall observe all Federal, State, and local laws as well as District policies and administrative regulations bearing upon the recruitment, eligibility, selection, assignment, ranking, efficiency in service, promotion, transfer, tenure, resignation, dismissal, and retirement of all academic employees of the District.

In order to maintain a high quality of classroom instruction and to encourage continuing self-improvement by all faculty members, it shall be the policy of the Board to provide adequate opportunity for career advancement for all teaching employees within the teaching profession; and to implement this policy, prior service in the District under any kind of appointment shall be given consideration in recruitment and selection of personnel.

The faculty member in the San Francisco Community College District is responsible to his/her supervisors, under whose direction the laws of the State of California as they affect education and the policies and regulations of the San Francisco Community College District shall be enforced.

Faculty members should understand that instruction of students has the highest priority, and that every other activity must be subordinated so that educational excellence can be achieved and sustained. It is expected that faculty members will be loyal to their profession, that they will grow professionally, that they will cooperate with their colleagues and the administrative staff, and that they will be of service to students. A faculty member's full-time responsibility includes service for all days in the academic calendar, except summer session, and, where Applicable, an obligation to evaluate each student's academic achievement in accordance with the pertinent ~~Division's~~ *College* grading standards.

PM 3.02 **EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION**

The San Francisco Community College District declares and reaffirms its commitment to the principle of Equal Employment Opportunity and shall adhere to all Federal and State statutes and regulations governing the employment practices of this District. The District shall provide equal employment opportunity for all persons in all job categories of employment. Such equality of opportunity shall be based on job-related bona-fide occupational qualifications and shall be without discrimination because of race, color, ethnic group identification, national origin, ancestry, religion, gender, age, marital status, disability or AIDS/HIV status, medical conditions, sexual orientation, gender identity, domestic partner status or status as a Vietnam-Era veteran.

The ~~Governing~~ Board *of Trustees* recognizes that it is not enough to proclaim that the District does not discriminate in employment but that efforts must be made to build an environment in which opportunity is indeed equal. The District's Affirmative Action Program includes various methods by which equal employment opportunity for all is to be made a reality. The objective of the Program is to achieve equal opportunity by recognizing and overcoming the effects of past discrimination in employment.

The Board *of Trustees* relies upon the commitment and the good faith efforts on the part of all management staff, faculty groups, classified staff, students and community at large to implement the Affirmative Action Program.

The District shall develop an affirmative action plan. The purpose of the plan is to create result-oriented procedures to insure nondiscrimination in employment, promotion, transfer, and assignment on the basis of race, color, ethnic group identification, national origin, ancestry, religion, gender, age, marital status, disability or AIDS/HIV status, medical conditions, sexual orientation, gender identity, domestic partner status or status as a Vietnam-Era veteran. The plan shall be applied to all levels of employment procedure and to all position classifications.

The Board *of Trustees* is accountable for the overall Affirmative Action Program. The Board delegates the responsibility and the accountability for the Affirmative Action Program to the Chancellor. The Affirmative Action Officer shall oversee the day to day implementation of the program. All administrators and staff persons who are involved in the employment process, act as agents of the Board, and are held accountable in carrying out the Board's policy in Equal Opportunity Employment and Affirmative Action.

The District will update and reaffirm this policy statement annually.

PM 3.07 BASIS FOR EMPLOYMENT

Academic personnel are employed on the basis of merit. Applicants are judged on evidence of professional and personal qualifications, including educational background and experience.

Eligibility requirements for educational service in the district not provided for in the State Education Code and policies of the ~~Governing~~ Board *of Trustees* shall be available to all applicants. Eligibility requirements shall differ with the type of service and shall be defined in terms of the special as well as general requirements of the different classes or types of position.

An applicant to be considered for an academic position must have valid ~~credentials~~ *qualifications pursuant to in force or be eligible for them under* the Education Code and State regulations. ~~Credentials must be filed with the San Francisco County Superintendent of Schools.~~

PM 3.09 EMPLOYEE REQUIREMENTS

Before the first day of service, all employees must have had reported to the District evidence of satisfactory examination for the absence of tuberculosis in accordance with the Education Code. Persons hired into academic positions after July 1, 1990 who have not previously been employed by a school or community college district shall submit fingerprints for the determination of criminal records which would prohibit their employment pursuant to Education Code, Section 87405. In addition, all contract (probationary) and regular academic employees shall be required to pass satisfactorily a health examination as required in the Administrative Regulations. All employees must provide the District with accurate and complete information as required by Federal, State, and local laws and District regulations. The Chancellor ~~Superintendent~~ will develop applicable Administrative Regulations to implement this policy.

PM 3.10 CONTRACTS

The contract of an academic employee shall be established by the resolution of appointment and in conformity with the provisions of law. The contracts of all academic employees shall include the following:

A resolution of appointment

The calendar adopted for the position

The salary schedule applicable for the position.

The acceptance of the contract signifies willingness to comply with all policies and procedures established by the ~~Governing~~ Board *of Trustees*.

PM 3.13 **HEALTH AND WELFARE BENEFITS**

Establishing Benefits

The ~~Governing~~ Board *of Trustees* has the power to fix, alter, and approve all health and welfare benefits of academic persons employed by the San Francisco Community College District.

PM 3.14 SALARY

Establishing Services

The ~~Governing~~ Board *of Trustees* has the power to fix, alter and approve all salaries and compensations of academic persons employed by the San Francisco Community College District in accordance with applicable law.

Adoption of Salary Schedule

A salary schedule adopted by the ~~Governing~~ Board *of Trustees* is in effect only for the year for which it was adopted. The adoption of a salary schedule repeals all former policies and regulations in conflict with the provisions of the newly adopted schedule.

Additional Compensation - Military Training and Active Military Duty

Any payment of salary or compensation to an employee during military leave for training or active military duty shall be as provided for in the Military and Veterans' Code and the Education Code. Upon cessation of the required payment of salary or compensation as provided by law, an employee who is a member of a reserve component of the Armed Forces of the United States or a member of the National Guard, upon application to the District may be eligible to receive additional periodic compensation from the District. This additional periodic compensation shall be an amount which, when added to the periodic compensation he/she is receiving from the military, shall approximately equal the basic contractual periodic salary payment the District would be obligated to pay the employee if he/she were actually rendering required service to the District during the employee's regular work calendar, but excluding additional compensation such as stipends, extra pay assignments or overtime assignments.

The employee is eligible for this additional compensation only during his/her active military duty and only during such periods where such active military duty is involuntary and only where such active military duty occurs during the required days of service of the employee. The District shall not pay any such additional compensation unless the employee applies in a timely manner to the

District and provides satisfactory documentation in a timely manner as to his/her military salary and other information for the time period as required by the District. To the extent permitted by law, the District also shall not pay any such additional compensation unless and until the employee has satisfied his/her obligations to the District in a timely manner, including but not limited to the timely repayment of any overpayments of salary to the District.

It is the intent of the District not to confer any other benefit by this policy other than a benefit of additional compensation beyond the thirty days as required by the Military and Veterans' Code and the Education Code; and the District shall determine, in its sole discretion, applicable rules and regulations to implement this policy which may include the voiding of the benefit if this intent is not met.

PM 3.16 TRANSFER

~~A~~ *An* academic employee in an administrative position in the San Francisco Community College District shall be entitled at his/*her* option to be reassigned to a non-administrative academic position equivalent to the one he/*she* previously held in the District.

PM 3.17 ABSENCES – LEAVES OF ABSENCE

A. GENERAL PROVISIONS

~~These provisions/policy sections are applicable only to unrepresented academic employees.~~

Leaves of absence are granted to ***contract and regular*** academic employees both in accordance with the provisions of the State Education Code and the policy of the San Francisco Community College District. It is the intent of such policy that the mutual welfare of the employee and the District be served. Abridgement of leave upon the request of the employee may be granted at the discretion of the District. Rules and regulations concerning salary adjustments, deductions, required payments, and effect on salary increments relative to all leaves of absence as well as eligibility thereof are to be found in the Administrative Regulations.

An employee on any leave of absence which is longer than two months shall notify the ~~academic Services Office~~ ***Human Resources Department Office*** in writing of intention to return to duty at least two weeks in advance of the intended expiration of such leave. Where the leave extends beyond a summer or vacation period, the employee shall give notice in writing of his/***her*** intention to return to duty at least six weeks before the close of the semester preceding termination of leave. The Chancellor is empowered to waive this provision in the case of extenuating circumstances.

B. LEAVE OF ABSENCE - PERSONAL BUSINESS/STUDY/TRAVEL

Such leaves may be granted by the ~~Governing~~ Board ***of Trustees*** upon recommendation of the Chancellor for a period of up to one year without pay. The ~~Governing~~ Board ***of Trustees***, upon recommendation of the Chancellor, may extend such leaves for a period not to exceed a total of two years from the beginning of the original leave.

These leaves may not be granted to a contract employee (probationary) except in such instances as the Chancellor may recommend for the benefit of the District.

When the employee has returned from such a leave, he/***she*** must serve a period of three full-time years in the District before becoming eligible for another leave of this sort. (One year shall be at least 75 percent of the service days required).

C. LEAVE OF ABSENCE - REST

Such a leave may be granted by the ~~Governing~~ Board ***of Trustees*** upon recommendation of the Chancellor for a period not to extend beyond the end of the school year in which the leave is granted. The leave shall be without pay.

D. LEAVE OF ABSENCE FOR PHYSICAL OR MENTAL DISABILITY

When the physical or mental condition of ~~a~~ *an* academic employee apparently renders him/*her* unfit for service, the Chancellor shall require that the academic employee be examined by a physician to determine his/*her* physical or mental fitness for service.

In accordance with the physician's findings, the employee may be granted this leave of absence.

When ~~a~~ *an* academic employee has been granted leave of absence or has been absent from duty because of physical or mental disability for a period not less than thirty teaching days, the Chancellor may require that he/*she* be examined before returning to duty by a physician to determine the fitness for service of the employee.

E. MILITARY LEAVES

Provisions. Leaves of absence for duty in the armed services shall be governed by the provision of the State Education Code and the Military and Veterans Code and the policies and regulations adopted by the ~~Governing~~ Board *of Trustees*.

Academic Employees Returning from Military Leave. Such employees have the right to reinstatement provided that such right shall not extend to any employee who fails to return to the school district within 12 months after the first date upon which he/*she* could terminate his/*her* active service with the armed forces. Employees returning from military leave have the right to reinstatement regardless of physical condition. Education Code Section 87700 provides that an employee has the right to immediate reemployment upon being placed on inactive duty if application is made within ninety days from the date of discharge from the armed forces. No provision contained in the law prescribes that the veteran must pass a physical examination. After reinstatement, however, the same rules concerning physical and mental fitness prescribed by the ~~Governing~~ Board *of Trustees* for all employees are likewise applicable to the returning veteran.

Leaves for Study Upon Return from Service. Academic employees who have returned from military leave may, upon the recommendation of the Chancellor, be granted leaves of absence for such periods of time as are necessary in order to avail themselves of the opportunity for further study as authorized by the Federal Government, regardless of the limitations imposed by existing policies and regulations of the Board *of Trustees* relating to leaves of absence.

Reporting to Draft Board. The Chancellor is authorized to excuse without loss of salary any academic employee who may be ordered by *the employee's* ~~his~~ Draft Board to report for physical examination or other reason, and further authorization is given for the payment, when necessary, of a substitute for *the employee's* ~~his~~ period of absence.

F. LEAVES FOR SERVICE IN THE AMERICAN RED CROSS AND UNITED STATES
MERCHANT MARINE

The provisions relating to leaves of absence for academic employees entering the Armed Services are applicable also to all members of the academic staff who entered into the full-time paid service of the American Red Cross between September 17, 1940 and June 30, 1948, or who entered into the full-time paid service of the United States Merchant Marine between July 1, 1943 and June 30, 1948.

G. MATERNITY LEAVE

An employee may request such a leave because of pregnancy, miscarriage, childbirth and recovery. The length of the leave shall be determined by the employee and the employee's physician.

Disabilities caused or contributed to by pregnancy, miscarriage, childbirth, and recovery are, for all job-rated purposes, temporary disabilities and shall be treated under sick leave provisions of the District.

H. CHILD CARE LEAVE

Such a leave may be granted by the ~~Governing~~ Board *of Trustees* upon the recommendation of the Chancellor for a period of up to six months without pay. The leave shall be in connection with the birth or adoption of a child. The ~~Governing~~ Board *of Trustees*, upon the recommendation of the Chancellor, may extend such leaves for not more than one school year.

I. LEAVE OF ABSENCE - CARE OF RELATIVE

Such a leave may be granted by the ~~Governing~~ Board *of Trustees* upon recommendation of the Chancellor to care for first degree relatives for a period of six months. This leave shall be without pay. First degree relatives shall include husband, wife, children, parents (or former legal guardian), brothers and sisters, or other relatives of the immediate household. If such leave terminates during the last two months of any school term, the leave may be extended to the end of that term by the ~~Governing~~ Board *of Trustees* upon the recommendation of the Chancellor.

J. LEAVE OF ABSENCE - DECREASED ENROLLMENT IN NON-CREDIT CENTERS
DIVISION

Such a leave without pay may be granted by the ~~Governing~~ Board *of Trustees* upon the recommendation of the Chancellor for one-year periods and renewed annually thereafter upon the request of an employee *involved primarily with non-credit* ~~in the Centers Division~~ when enrollment has become too small to justify continuance.

K. LEAVE OF ABSENCE - EXCHANGE PURPOSES

Such a leave may be granted by the ~~Governing~~ Board *of Trustees* upon the recommendation of the Chancellor for a period of up to one academic year. Rules and regulations governing eligibility for and required service upon return from such a leave are to be found in the Administrative Regulations.

L. SABBATICAL LEAVE

It shall be the policy of the ~~Governing~~ Board *of Trustees* to grant a limited number of sabbatical leaves not to exceed 4 percent on leave at any one time to the following category of academic employees, in accordance with the provisions of the California Education Code:

All administrators employed in the District.

Rules and regulations governing eligibility for and required service upon return from such a leave are to be found in the Administrative Regulations.

M. EMERGENCY LEAVE

An employee may be absent without pay because of an emergency for a period not to exceed three service days. Regulations pertaining thereto are to be found in the Administrative Regulations and appropriate Faculty Handbook.

N. SICK LEAVE

An employee is allowed ten days of sick leave with pay each school year. An employee on an administrative salary schedule and calendar is allowed 12 days each school year. Sick leave days are cumulative. An employee on sick leave for more than five consecutive service days must submit a medical certificate with diagnosis. Regulations concerning sick leave forms are to be found in the Administrative Regulations and appropriate Faculty Handbook.

O. ABSENCE FOR TUBERCULOSIS EXAMINATION

An employee may be excused for a limited time without a loss in salary, for the purpose of securing an X-ray examination or other appropriate examination for the absence of tuberculosis as required by the District.

P. BEREAVEMENT LEAVE

Immediate Family

~~A~~ *An* academic employee may absent himself/*herself* for up to three consecutive days (five days, if out of state travel is necessitated) without loss in salary on account of the death of any member of the immediate family. Immediate family shall include the mother, father, legal guardian, grandfather, grandmother, or a grandchild of the employee or of the spouse of the

employee; the spouse, son, son-in-law, daughter, daughter-in-law, brother or sister of the employee, or any relative of the immediate household.

Second Degree Relatives

A *An* academic employee may absent himself/*herself* for one day without loss in salary on account of the death of any second degree relative. Second degree relatives shall include uncles, aunts, nephews, nieces, brothers-in-law, and sisters-in-law. Education Code Section 87788.

Q. ABSENCE BECAUSE OF INDUSTRIAL ACCIDENT AND ILLNESS

Absence for industrial accidents and illnesses for academic employees shall be covered by the provisions of State Education Code Section 87787.

R. ABSENCE ON HOLY DAYS - DAYS OF PERSONAL NECESSITY

An employee may be absent for days of special religious significance or for personal necessities not to exceed six days in any academic year. Such days are not cumulative and are to be deducted from sick leave, provided the days allowed do not exceed the number of accumulated days of sick leave to which the employee is entitled.

S. JURY DUTY AND WITNESS LEAVE

Leave of absence for jury service will be granted to an employee who has been officially summoned to jury duty in Federal, State, or local courts. Leave will be granted for the period of the jury service. The employee shall receive full pay while on leave provided that the jury service fee for such service is assigned to the District. Request for jury service leave should be made by presenting the official court summons to jury service.

Leave of absence to serve as a witness in a court case shall be granted when the employee has been served a subpoena to appear as a witness, not as the litigant in the case. The length of the leave shall be granted for the number of days of attendance in court as certified by the clerk or other authorized officer of the court. The employee shall receive full pay during the leave period, provided that the witness fee for such leave is assigned to the District. Request for leave of absence to serve as a witness should be made by presenting the official court summons.

The jury service fee and witness fee do not include reimbursement for transportation expenses.

An employee who has received a leave of absence for jury or witness service shall be available for work during hours when the employee's presence is not required in court.

T. CHANCELLOR LEAVE

The Chancellor may grant leave without pay for personal business for not more than twenty teaching days without ~~Governing~~ Board of *Trustees* action.

PM 3.19 TENURE/ADMINISTRATOR'S RIGHTS TO A FACULTY POSITION

A contract academic employee who has not been dismissed under the provisions of law shall be classified as regular (tenured) upon completion of two years of service in accordance with the provisions of the Education Code. This policy grants tenure as regular employees (e.g. instructor or staff) to administrators who have not been dismissed and who have completed two years of service as ~~an~~ academic employee. Administrators may not obtain tenure rights to administrative status, but do obtain tenure as regular employees. ~~PM-suant~~ *Pursuant* to the California Education Code, this paragraph applies to faculty whose first date of paid probationary service was before June 30, 1991, and applies to administrators whose first date of paid service was before June 30, 1990.

It shall be the policy of the ~~Governing~~ Board *of Trustees* to grant regular status (tenure) only to those academic employees who have clearly and fully demonstrated their competency.

A. Faculty

Faculty may gain tenure pursuant to procedures adopted by the Board of Trustees and the faculty's exclusive representative pursuant to the California Education Code.

B. Academic Administrators

Procedures governing the right of certain administrators to a faculty position shall be adopted by the Board of Trustees and shall become Administrative Regulations. For these purposes, academic administrators ~~shall~~ *shall* mean management employees.

PM 3.20 TERMINATION OF SERVICES

Services of academic employees may be terminated only in accordance with the provisions of the State Education Code. Recommendations for termination of services of academic employees shall be initiated by the supervising administrator and ~~channeled through the appropriate division~~ *referred* to the Chancellor/Superintendent.

PM 3.21 IMPOSITION OF PENALTIES

Pending investigation of any causes for suspension and/or other penalties and prior to action taken by the ~~Governing Board~~ *of Trustees*, the Chancellor/~~Superintendent~~ may order the employee not to report for duty, but said employee shall be paid his regular compensation during such period.

PM 3.23 POLITICAL ACTIVITY

The Board *of Trustees* shall not limit, during their off-duty hours, the participation of its employees in political activities.

PM 3.24 EMPLOYEE ORGANIZATION

Distribution of Materials in Schools by Employee Organizations.

All organizations of school employees may use school delivery service for transmitting notices to employees. Such materials shall be presented for delivery clearly addressed to each school property packaged or sealed in envelopes. The Chancellor assumes no responsibility for the delivery or content of such material.

Names and Addresses of School Employees.

Employees' organizations desiring names and addresses of District employees shall submit a written request to the Chancellor. Only one list shall be furnished an organization each year; the former listing held by the organization is to be returned. Requests from groups other than those specified above shall be submitted in writing to the Chancellor. Permission can only be granted with employee consent.

Membership in Professional and Employee Organizations.

The ~~Governing~~ Board *of Trustees* has approved the following policies for the District covering membership in professional and employee organizations:

All academic employees and all classified employees of the San Francisco Community College District shall have complete freedom in selecting the professional or employee organizations, if any, which they may wish to join, without coercion of any kind from any administrative officer or other District employees.

Whatever courtesies are extended to any employee organization in the District shall be fully and unreservedly extended to all employee organizations.

The use of any coercion or pressure by any administrative officer or other district employee to influence any academic or classified employee to join or refrain from joining any organization shall be deemed to be unprofessional conduct.

The limitations on use of productions of employees in the public schools is governed by Sections 78900 to ~~78906~~ of the State Education Code, which clearly state that no member of the ~~Governing~~ Board *of Trustees*, officer, or employee of the District shall act as agent for any author, publisher, bookseller, or any other person to introduce any book, apparatus, furniture, or so contract for, or receive any gift or reward for introducing or recommending the article. These sections do not prohibit an academic employee in the District from receiving royalties or other compensation from the publisher or producer of a book or other instructional material written and designed by the employee and adopted or purchased by the State or by any school district other than compensation paid as commission to the employee for negotiating sales to the District. The District shall not claim the right to receive any such royalty or compensation due to any employee unless the material was prepared during the normal working day during which the employee is required to be on duty.

Violations of the above regulations shall be deemed unprofessional conduct.

**PUBLIC NOTICE PROCEDURE RELATING TO MEETING AND
NEGOTIATING UNDER THE EDUCATIONAL EMPLOYMENT
RELATIONS ACT**

Pursuant to Government Code Section 3547 and Title 8 of the California ~~Administrative~~ Code of *Regulations*, Part III, Section 32900, the San Francisco Community College District hereby adopts the following Public Notice Policy relative to meeting and negotiating with exclusive representatives under the Educational Employment Relations Act.

Initiation of Meeting and Negotiating

Meeting and negotiating between District and an exclusive representative shall not take place prior to the provisions of the policy relating to presentation of initial proposals, public hearings, and ~~Governing~~ Board of *Trustees*' adoption of its initial response and proposals having been completed.

Presentation of Initial Proposal

The initial proposal of an exclusive representative or of the District relating to matters within the scope of representation shall be presented at a public meeting of the ~~Governing~~ Board of *Trustees*.

After presentation at a public meeting of the ~~board~~ Board of *Trustees* all initial proposals shall thereafter be a public record.

Copies of an initial proposal presented pursuant to the Initiation of Meeting and Negotiating shall be available for public review at all locations where notices to the public are customarily posted, and, as deemed appropriate by the ~~Governing~~ Board of *Trustees*, distributed to media and other persons indicating interest.

Public Hearing

The ~~Governing~~ Board of *Trustees* will schedule a public hearing on the initial proposal after the public has been allowed a reasonable time within which to become informed of the contents of the initial proposal. Such public hearing may be scheduled by the ~~Governing~~ Board of *Trustees* to be held at any regular or special meeting. Members of the public shall be afforded reasonable opportunity to express their views regarding the initial proposals.

Presentation of Initial Response to the Initial Proposal

Either the District or an exclusive representative may present an initial proposal.

The response to the initial proposal shall be termed the initial response.

Such initial response shall be processed in accordance with the Presentation of Initial Proposal and Public Hearing.

Adoption of District Initial Proposal or Initial Response

After the public has had reasonable opportunity to express its views on the District proposal or response, the ~~Governing~~ Board *of Trustees* shall, at a public meeting, adopt its initial proposal or response by majority vote.

New Subjects of Meeting and Negotiating

New subject areas of meeting and negotiating arising after presentation of initial proposals shall be available for public review at all locations where notices to the public are customarily posted, and distributed to media and other persons indicating interest.

Where a vote is taken on any new subject area by the ~~Governing~~ Board *of Trustees* the vote thereon by each members voting shall be made public within twenty-four hours by public posting as outlined in the Initiation of Meeting and Negotiating.

Membership in Professional and Employee Organizations. The ~~Governing~~ Board *of Trustees* has approved the following policies for the District covering membership in professional and employee organizations:

All classified employees of the San Francisco Community College District shall have complete freedom in selecting the professional or employee organization which they may wish to join, without coercion of any kind from any administrative officer or other District employee.

Whatever courtesies are extended any employee organization in the District shall be fully and unreservedly extended to all employee organizations.

The use of any coercion or pressure by any administrative officer or other District employee to influence any classified employee to join or refrain from joining any organization shall be deemed to be unprofessional conduct.

PM 5.01 STUDENT ACTIVITIES

A. General Purposes

Student activities are recognized by the District as an integral part of a total educational program. The instructional and student services departments are therefore, authorized to provide and encourage activity and leadership programs designed to afford students with experiences that have educational value for them as individuals in their social relationships and in the exercise of their responsibilities as citizens. These activities are considered to be the workshop in which many classroom concepts are put into practice. Administrators are authorized to provide adequate facilities, to allow for *release* time in ~~their~~ *the* regular schedules for individuals and groups to participate in such programs, and to assign personnel full or part-time to the supervision of these programs.

In implementing District student activity programs, the administration shall apply the following general policies:

An official organization of the student body shall be established to be known as the Associated Students. This organization is empowered to develop its structure of government, its fiscal policy, privileges of membership, election code, code of ethics, and the regulations of clubs. In so doing it will establish controls to insure compliance with all laws applicable to California Community College student government and student activities, including those dealing with memberships and initiation and with financial and accounting procedures.

No student is required to pay any fee or deposit not specifically authorized by law. Fees or deposits charged by student organizations in which the membership is entirely voluntary are in themselves voluntary assessments, and they shall not be the cause for denying any student the right to participate in any of the organized activities of the District.

Student body membership shall not be a condition of District enrollment. However, the campuses are authorized to permit the sale of such memberships, and the Associated Students may require such membership of students participating in activities *that* ~~which~~ use only Associated Student Funds, facilities, supplies, equipment, and property.

All student activities conducted on campus must comply with established requirements and each campus will publish procedures to this end. Such requirements will include provisions for staff and faculty sponsorships and supervision. Neither the District nor the Associated Students will assume any responsibility for activities held off-campus which do not comply with the requirements set by the administration and requirements of the Education Code.

No action will be taken by the Associated Students which will interfere with lawful freedom of speech and assembly or otherwise deny access to an activity on those bases as contained in Policy Manual Section 5.07.

B. Vending Machines and Food Concessions Operated by Student Body Organizations

Student body organizations may be granted permission to operate campus vending machines and food concessions when authorized by the Chancellor, provided the request bears the prior approval of the appropriate administrator and otherwise conforms to requirements for such operations as may be determined as reasonable by the District administration.

C. Physical Examinations

Each student participating in interscholastic athletics is required to pass a medical examination. This examination is to cover the academic year of competition.

"Physician's Report of Medical Examination" must be signed by the parent or guardian of the athlete, if he or she is a minor, and by the examining physician.

PM 5.07 EQUAL EDUCATIONAL OPPORTUNITY FOR STUDENTS

It is the policy of the San Francisco Community College District to provide all persons with equal educational opportunities in all of its educational programs and activities regardless of *the fact or perception of the person's* race, color, national origin, ethnic group identification, ancestry, religion, age, sex, marital status, sexual orientation, gender identity, domestic partner status, disability or AIDS/HIV status.

The San Francisco Community College District complies with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, The Americans With Disabilities Act, California Government Code Section 11135 et seq., and all other applicable statutes and regulations with all applicable requirements related to receipt of federal and/or state funds.

The compliance officer for purposes of this policy is the District Affirmative Action Officer.

PM 6.03 COURSE DEVELOPMENT

All associate degree credit courses, non-degree credit courses and noncredit courses are to be recommended by the college curriculum committee which is established in accordance with state law. Any courses which are properly recommended may be implemented only after the recommendation is adopted by the Board of Trustees. The Board shall also approve all *continuing education* (community services) classes.

The College shall determine a statement, symbol, numbering system or the equivalent that clearly indicates for each course whether the course is degree applicable, non-degree applicable, or noncredit. The information regarding courses shall be published in the catalog or an addendum to be available to all students at registration.

PM 6.11 RULES OF STUDENT CONDUCT

The District requires certain standards of student conduct of all its students. The Chancellor/~~Superintendent~~ shall adopt rules and regulations governing student behavior along with applicable penalties for their violations.

**PM 6.15 ESTABLISHING, REVIEWING, AND IMPLEMENTING
PREREQUISITES, COREQUISITES, ADVISORIES ON RECOMMENDED
PREPARATION AND LIMITATIONS ON ENROLLMENT**

The San Francisco Community College District adopts the following policy in order to provide for the establishing, reviewing, and enforcing of prerequisites, corequisites, advisories on recommended preparation, and certain limitations on enrollment in a manner consistent with law and good practice. The ~~Governing~~ Board *of Trustees* recognizes that, if these prerequisites, corequisites, advisories and limitations are established unnecessarily or inappropriately, they constitute unjustifiable obstacles to student access and success and, therefore, the Board adopts this policy which calls for caution and careful scrutiny in establishing them. Nonetheless, the Board also recognizes that it is as important to have prerequisites in place where they are a vital factor in maintaining academic standards and ensuring student success as it is to avoid establishing prerequisites where they are not needed. For these reasons, the Board has sought to establish a policy that fosters the appropriate balance between these two concerns.

College Policies and Procedures

1. The College shall provide the following both in the College Catalog and in the Schedule of Classes:
 - a) Definitions of prerequisites, corequisites, and limitations on enrollment.
 - b) Procedures for a student to challenge prerequisites, corequisites, and limitations on enrollment and circumstances under which a student is encouraged to make such a challenge.
 - c) Definitions of advisories on recommended preparation, the right of a student to choose to take a course without meeting the advisory, and circumstances under which a student is encouraged to examine the right.
 - d) Clear identification of courses and programs for which prerequisites and corequisites are required and for which limitations on enrollment are indicated.

Challenge Process

2. The College shall establish procedures by which any student who does not meet a prerequisite or corequisite or who is not permitted to enroll due to a limitation on enrollment, but who provides satisfactory evidence, may seek entry into the class according to a challenge process as required in and according to provisions of Section 55201 (f) of Title 5 and Section I.B. 1-3 of the Model District Policy*.

Curriculum Review Process

3. The College certifies that the Curriculum Committee has been established by mutual agreement of the administration and the Academic Senate as required in Section 55002 (a) (1) of Title 5. The Curriculum Committee shall:
 - a) Approve the establishment of prerequisites, corequisites, advisories on recommended preparation, and limitation on enrollment pursuant to Sections 55002, 55201, 55202, and 58106 of Title 5 and Section I.C.3, 1-4 and II.C. of the Model District Policy.
 - b) Provide verification of and provide documentation that prerequisites or corequisites and advisories meet the scrutiny specified in one of the measures of readiness specified in Section 55201 (b) (1) of Title 5 and Sections II. A. 1. a-g. of the Model District Policy.
 - c) Ensure a review of each prerequisite, corequisite, or advisory at least every six years as part of the program review process pursuant to Section 55201(b)(3) of Title 5 and Section I.D of the Model District Policy.

Ensure a review of each limitation on enrollment at least every six years as part of the program review process pursuant to Section II.C of the Model District Policy.

Implementing Prerequisites, Corerequisites, Advisories, And Limitations On Enrollment

4. The College shall establish procedures wherein every attempt shall be made to enforce all conditions a student must meet to be enrolled through the registration process so that a student is not permitted to enroll unless he or she has met all the conditions or has met all except those for which he or she has a pending challenge or for which further information is needed before final determination is possible of whether the student has met the condition pursuant to Section 55202(g) of Title 5 and Section I.E. of the Model District Policy.

Instructor's Formal Agreement To Teach The Course As Described

5. The College shall establish a procedure whereby courses for which prerequisites, corequisites, or advisories on recommended preparation are established will be taught in accordance with the course outline pursuant to Section 55201(b)(2) of Title 5.

* The Model District Policy was developed by a State Chancellor's Task Force and meets all of the requirements in Title 5 related to establishing, reviewing, and implementing of prerequisites, corequisites, advisories for recommended preparation and limitations on enrollment. Colleges accepting this policy will have met all of the requirements of the law.

It shall be the policy of the San Francisco Community College District to provide housing for its educational programs consistent with the provisions of the Education Code and *other applicable law* ~~the Charter of the City and County of San Francisco~~. Procedural guidelines to be followed in the implementation of this policy are contained in the Administrative Regulations.

PM 7.02 MASTER PLAN

A Master Plan of District facilities shall be maintained for consideration by the Chancellor/~~Superintendent~~ and the ~~Governing Board~~ ***Board of Trustees***, State and Federal government departments.

PM 7.03 PLANNING PROJECTS

The Board *of Trustees* and District staff shall be kept informed at each state of planning of a project. As architects complete each stage of planning and formalizing of drawings and specifications, the Board will be kept informed and, when required, to, give formal approval.

Upon formal approval by the Board of the drawings and/or specifications for a project, the Chancellor is authorized to sign all documents on behalf of the Board. Upon the award of construction contracts, the Chancellor or his/her designee ~~are~~ *is* authorized to sign such contracts.

PM 7.06 COMPLIANCE WITH STATE LAWS

In connection with any new construction or remodeling project, all State laws pertaining thereto shall be complied with including but not limited to the following:

~~Before letting any contract or~~ **For** contracts totaling \$150,000 or more, plans shall be submitted to the office of the Chancellor, California Community Colleges, and written approval obtained. (Education Code Section 81837).

Prospective building sites shall be investigated by competent personnel to ensure that final site selection is determined by an evaluation of all factors affecting the public interest. (Education Code Section 81033)

A detailed statement of the probable effect on the environment shall be included with each project proposal submitted to the Office of the Chancellor, California Community Colleges. (California Environmental Quality Act of 1970).

Plans and specifications for all building projects shall be submitted to ~~the~~ State Department of General Services for review relating to access to public buildings by the physically handicapped. (Title 21, California Administrative Code, Section 83 b).

Application for State funds on a project basis, requires Districts to submit a five-year capital construction plan, up-dated on an annual basis. (Community College Construction Act of 1967).

The design and construction of new buildings to house graded college-level programs shall comply with reasonable minimum standards for safety established by the Legislature. (Field Act of 1933).

Plans and specifications for the construction, reconstruction, alteration or addition to any District building whose estimated cost exceeds ~~\$20,000~~ **\$25,000** shall be submitted to the State Department of General Services for review in order to ensure protection of life and property. (Education Code Section 81130).

PM 7.18 ART ENRICHMENT OF CONSTRUCTION PROJECTS

Policy

In order to contribute to the enjoyment, education and enlightenment of students and the public, it is the policy of the San Francisco Community College District to ensure art enrichment of all newly constructed buildings by appropriating and allocating a portion of the estimated cost of construction of new buildings to works of art. Such art should be appropriate both for the immediate site and for the community which will view it. Since the opportunities for younger and mid-career artists in the public art area are limited, they should be encouraged to apply.

The District's Works of Art Committee shall recommend artists ~~Artists to be~~ commissioned for works of art in District construction projects ***through the shared governance process to the Chancellor.*** ~~shall be selected by the District's Works of Art Committee.~~

The Chancellor shall recommend one of the artists nominated by the District's Works of Art Committee to the Board of Trustees for approval and appointment.

Policy

1. An Architect Nominating Committee shall be established for each approved project of the San Francisco Community College District.

Administration, faculty, staff, and student representatives shall be selected in the normal manner for shared governance committees. The Chancellor may appoint additional members to the Committee when he/*she* deems it advisable.

2. The selection of architectural firms shall be done in full compliance with the District's policy concerning MBE/WBE/LBE business enterprises.
3. The procedure for the selection of a Master Plan or Campus Architect shall be the same as that for any other project.
4. The Chancellor has the responsibility for making the final recommendation to the Board of Trustees.

**PM 7.09 EQUAL EMPLOYMENT OPPORTUNITY POLICY IN THE
PROCUREMENT OF SUPPLIES AND SERVICES**

It is the policy of the San Francisco Community College District to ~~insure~~ **ensure** equal employment opportunity in the procurement of supplies and services. The District will work cooperatively with the San Francisco Human Rights Commission in all phases of its Affirmative Action Policy.

The San Francisco Community College District is an Equal Opportunity Employer. It is the intent of the Board of Trustees that all prospective bidders for the procurement of other supplies and services required by the District shall be in compliance with the provisions of the Equal Employment Opportunity Commission's guidelines.

PM 7.10 POLICY REGARDING HIRING UNION LABOR

The Board of Trustees supports a policy for the use of union labor to the full extent allowed by law.

Furthermore, ~~that~~ prior to awarding a bid to a firm, a review will be made in order to ascertain whether or not the low bidder has had a history of causing labor disturbances or if the *low bidder has failed to comply* ~~there has been a record of non-compliance~~ with the **MBE/WBE** ~~policy Affirmative Action Program~~ of the San Francisco Community College District. If the Board finds ~~such~~ *either* to be the case, new bids will be called for in accordance with law.

PM 7.11 DAMAGE ~~OF~~ TO SCHOOL PROPERTY

In the case of willful damage or destruction of school property, the Chancellor is authorized to collect as he deems advisable through the ~~Legal Advisor~~ **General Counsel**, for the loss from the offenders or their parents or guardians.

It is the policy of the Board of Trustees that memorials shall not be placed in District buildings or grounds, provided, however, that memorials commemorating former faculty or students who have given their lives in public service may be so placed when authorized by the Chancellor.

In no case should a building be named after a person living at the time the building is erected without specific authorization from the Board *of Trustees*. The naming of the building after a living person should be a rare exception and clearly justified. Furthermore, if a building is being replaced, consideration should be given to giving the new building the name of the building it replaces.

In the spirit of shared governance, the Chancellor shall consult and seek advice from the appropriate advisory committee, *as specified in the District's administrative regulations that relate to this subject*.

PM 8.04

SOLICITATION OF FUNDS AND USE OF DISTRICT NAME

Use of the name of any school of the District, or the use of the name of any department of the District or the use of the name of the District, or any abbreviations of such names, in the solicitation of funds or property or other uses specified in law, shall not be allowed unless approved in writing by the Chancellor or Vice Chancellor of ***Finance and*** Administration ~~and Finance~~, or the appropriate designee as established by Board resolution

PROCUREMENT OF SUPPLIES, EQUIPMENT AND SERVICES

The maximum educational and monetary value shall be obtained in the purchase of supplies, equipment, and services.

The Chancellor, ~~Chief Operating Officer~~ or Vice Chancellor of *Finance and Administration and Finance*, is authorized to enter into and to sign agreements on behalf of the District for services necessary to conduct the business affairs of the District. The Board authorizes the Chancellor to evaluate and dispose of personal property belonging to the District by sale or auction or otherwise in accordance with state law.

The authority to encumber District funds shall be limited to actions of the Board, except as Board approved procedures shall designate otherwise.

Purchasing procedures shall be in compliance with the existing law and good business practice.

No member of the Board of Trustees nor an employee of the District shall have an interest in any contract for supplies, equipment, and services made by the Board. No employee shall receive any gift or reward or commission for introducing or recommending an article or a service resulting from such consulting work.

PM 8.08 ACCEPTANCE OF GIFTS

The Board of Trustees shall accept in the name of the District the following gifts:

1. motor vehicles
2. aircraft
3. cash exceeding \$250.00
4. securities
5. precious stones
6. precious metals
7. goods other than (1) to (2) above, with a market value exceeding \$1,500.00.

only by a resolution recommended by the Chancellor for each and every instance.

The Board of Trustees authorizes the Chancellor, ~~Chief Operating Officer~~ or ***Vice Chancellor of Finance and Administration***, or their designees to decline gifts and to accept gifts other than (1) to (7) above and books regardless of their value without further Board authorization, to send a letter of acceptance or rejection to the donor, and to administer accepted gifts in accordance with the wishes of the donor.

Annually in August the Chancellor or Vice Chancellor ~~Chief Operating Officer~~ or ***Vice Chancellor of Finance and Administration***, or their designees shall furnish to the Board a report showing all gifts received during the prior fiscal year, the donor, and the amount of such gifts and the ~~appropriation~~ ***disposition*** thereof.



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Q1

DATE: March 30, 2000

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SETTLEMENT

**Recommend Settling a Claim of Myrna Holden Against
the San Francisco Community College District for
\$2,305, Less Applicable Mandatory Deductions
(Resolution No. 000330-Q1)**

BACKGROUND INFORMATION:

In order to resolve a disputed claim lodged with the District by Myrna Holden, the Administration has negotiated with Myrna Holden through her Union representative and has reached a tentative settlement. This Resolution seeks to obtain the authority of the Board of Trustees for the District to enter into a Settlement Agreement with Myrna Holden for the sum of \$2,305, less applicable mandatory deductions, in return for Myrna Holden's release of the District from all claims, demands, grievances, further obligations and liability arising out of her employment with the District.

RECOMMENDATION:

RESOLVED: That conditioned upon the execution of a Settlement Agreement and Release discharging the District from further obligations and liability and releasing the District from all claims, demands, and grievances arising out of Myrna Holden's employment with the District, the Board of Trustees authorizes payment of \$2,305, less applicable mandatory deductions, and

FURTHER BE IT RESOVLED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute such Settlement Agreement and Release on behalf of the San Francisco Community College District.

Peter Goldstein, Originator
with Steve Hale

THE HISTORY OF THE UNITED STATES

The history of the United States is a story of growth and change. From the first settlers to the present day, the nation has evolved through various stages of development. The early years were marked by exploration and settlement, followed by a period of rapid expansion and industrialization. The American Revolution and the Civil War were pivotal moments in the nation's history, shaping its identity and values.

The American Revolution was a turning point in the nation's history. It was a struggle for independence from British rule, fought between 1775 and 1783. The revolution led to the creation of the United States as a sovereign nation, with its own government and constitution. The Civil War, fought between 1861 and 1865, was another pivotal moment, as it resolved the issue of slavery and preserved the Union.

The American Civil War was a conflict between the Northern states, who opposed slavery, and the Southern states, who defended it. The war resulted in the abolition of slavery and the preservation of the Union. The war also led to the Reconstruction era, a period of rebuilding the South and integrating African Americans into the nation's society.

The Reconstruction era was a period of significant change and progress. It was a time when African Americans fought for equal rights and the South was rebuilding. The era was marked by the passage of the Reconstruction Acts and the Reconstruction Amendments to the Constitution, which guaranteed equal rights for all citizens.

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

S1

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL

Adopting the Initial Proposal of the San Francisco Community College District for a Successor Collective Bargaining Agreement with the Service Employees International Union, Local 790, After Public Comment (Resolution No. 000330-S1)

BACKGROUND INFORMATION:

The present Collective Bargaining Agreement between the San Francisco Community College District (District) and the Service Employees International Union, Local 790 (SEIU) will expire under its own terms on June 30, 2000. On February 24, 2000, by Resolution No. 000224-S1, the Board of Trustees presented the Initial Proposals of the SEIU and of the District for a Successor Collective Bargaining Agreement and established the March 2000 public Board of Trustees Meeting for public response to Initial Proposals. Government Code Section 3547 requires in relevant part that (a) all initial proposals of exclusive representatives and of public school employers which relate to matters within the scope of representation shall be presented at a public meeting of the public school employer and thereafter shall be public records, (b) meeting and negotiating shall not take place on any proposal until a reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer, and (c) after the public has had the opportunity to express itself, the public school employer shall, at a meeting which is open to the public, adopt its initial proposal.

RECOMMENDATION:

RESOLVED: That the Board of Trustees hereby adopts the District's Initial Proposal (Attachment A).

Peter Goldstein, Originator
with Steve Hale

**SAN FRANCISCO COMMUNITY COLLEGE DISTRICT'S INITIAL PROPOSAL
REGARDING NEGOTIATIONS WITH SERVICE EMPLOYEES INTERNATIONAL
UNION, LOCAL 790, FOR A SUCCESSOR AGREEMENT
SUNSHINED FEBRUARY 24, 2000**

I. PRELIMINARY STATEMENT

In accordance with Government Code Section 3547, the District's Initial Proposal was submitted for purposes of "sunshining" on February 24, 2000. SEIU Local 790's proposal was sunshined concurrently with the District's proposal. The Board of Trustees shall receive public comment concerning the Initial Proposals at its March 2000 meeting.

II. INITIAL PROPOSAL

The District proposes the following modifications and/or amendments to the present Agreement between the District and SEIU, Local 790. The District does not at this time propose to modify the terms of articles not referenced below.

Article 6 Dues Deduction and Agency Shop

Revise to reflect that the District no longer uses the Payroll and Personnel Services Division of the City & County of San Francisco.

Article 7 Union Representatives

Add to § B.1: The District shall make reasonable efforts to assure the release of individual bargaining team members. Release of individual members shall be subject to the District's operational requirements.

Article 8 Personnel Files

E. Adverse Actions

Eliminate first two sentences.

F. Sealing of Material

Eliminate District's obligation to seal disciplinary records.

Article 9 Discipline

Delete Section G.5, in order to give the District full discretion to implement suspensions pending appeal.

Article 11 Leaves

Examine the modification(s) to Civil Service Rule 20 since January 8, 1996, and assess whether the contract language should be updated accordingly.

Article 12 Temporary Employees

A. Classification Study

The District proposes to review with the Union the necessity for and content of this provision.

Article 17 Custodians

A. General Bid

Review and revise the General Bid provision as appropriate.

Article 21 Layoffs

C. Civil Service Employees

Examine the modification(s) to Civil Service Rule 21 since January 20, 1998, and assess whether the contract language should be updated accordingly.

E. Layoff Prevention Fiscal Years 1998-1999 and 1999-2000

Eliminate provision.

Article 25 Duration

Determine an appropriate period of time for the duration of the Successor Agreement.

Article 28 Fringe Benefits

A. Medical

Explore benefit options that are suitable to the needs of bargaining unit members.

Article 32 Overtime Compensation**B. Assignment of Overtime**

Clarify existing overtime "rotation" practices and contract language to ensure equitable distribution of overtime. (Maintain District's ability to continue to assess qualifications and ability, with seniority to be given weight in the event of equal qualifications.)

Article 37 Wages**A. Wages**

The District proposes to discuss wages and wage-related matters (including wage increase, employer "pick-up" of employees' share of retirement contributions, and inequity adjustments) in the context of the existing Formula for Allocation of Unrestricted New Revenues other than State COLA and the wages received by employees with similar responsibilities working for comparable employers.

F. Information Systems Reclassification and Wage Rates

Review and discuss the possible elimination of this provision.

Article 42 Methods of Calculating Salary

Retain only the first sentence of this provision – "The pay periods and methods of calculating salary shall be in accordance with existing District practices and procedures." (Remaining language is obsolete because District no longer uses the Payroll and Personnel Services Division of the City & County of San Francisco.)

[New] Article Parking and Public Transportation

- A.** Move existing Article 12, Section F, Parking, to this new Article.
- B.** Explore incentives for the use of public transportation.

Exhibit A Listing of Classifications

Update listing of bargaining unit classifications as appropriate.

Right to Amend

The District reserves its right to amend its Initial Proposal.



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

S2

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

**Subject: Memorandum of Understanding with
Recreation and Park
(Resolution No. 000330-S2)**

BACKGROUND INFORMATION:

Recreation and Park, a department within the City and County of San Francisco, has developed an educational component called Recreation and Park University. In addition to offering courses to its employees, Recreation and Park (Rec. and Park) has established Memoranda of Understandings (MOU's) with other educational institutions and pays for courses offered by such schools as University of California, Berkeley Extension.

Administration is seeking approval to establish an MOU whereby Rec. and Park would allow the District to continue to use its facilities for instructional programs free of charge and whereby the District would enroll Rec. and Park employees in credit and non-credit work-related courses on an available basis. The District would pay the enrollment fees for the employees for credit courses, but would receive revenue in the form of State apportionment for credit and non-credit FTE's.

RECOMMENDATION:

RESOLVED: That the Board of Trustees authorizes an MOU with Rec. and Park for Summer 2000 and the academic 2000-2001 year, through June, 2001, with the possibility of extending the MOU for three single year extensions upon mutual agreement, and

FURTHER BE IT RESOLVED: That authorization be hereby given to pay for the credit enrollment and tuition costs of Rec. and Park employees from eligible sources for work-related courses instead of paying rent for offering classes at Rec. and Park facilities, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute all documents necessary to effectuate this resolution on behalf of the San Francisco Community College District.

Stephen J. Herman, Originator



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: March 30, 2000

S3

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: SPECIAL

Authorizing the San Francisco Community College District to join the Local Education Consortium (LEC), San Mateo County Superintendent of Schools and the Leader Services for the purpose of enabling CCSF Student Health Services to be reimbursed for all the health related referral services through the MAA (Medical Administrative Activities) program for the period April 1, 2000 through March 31, 2001 (Resolution No. 000330-S3)

BACKGROUND INFORMATION:

Student Health Services is always in search of new revenue sources and ways to provide greater access and outreach programs to CCSF students. Participating in the MAA program would allow CCSF Student Health Services to do both.

Under the Medical Administrative Activities, (MAA) program the local schools are allowed to bill for federal reimbursement for health-related outreach activities performed by public school personnel. To participate in this program, our district must be part of the Local Educational Consortium (LEC). To increase their efficiency, the Department of Health Services will recognize only those school districts that are in a LEC for the MAA program. This program will allow us to be reimbursed for our current and future health related outreach programs. There is no monetary commitment to participate in the Consortium or to enlist the services of Leader Services who will provide the billing and other support services related to this program. There is a total of 9% service fee required. This fee is collected by the LEC and the Leader Services and is contingent upon the fee collected by them from the MAA program.

RECOMMENDATION:

RESOLVED: that effective immediately the authorization be hereby given for SFCCD to join the LEC with the San Mateo County Superintendent of Schools and the Leader Services for the purpose of CCSF Student Health Services

03/30/00 – S3 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

participating in the MAA program and bill for health related referrals for the period April 1, 2000 through March 31, 2001.

FURTHER BE IT RESOLVED: that the Chancellor, Vice Chancellor of Finance and Administration, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Frank Chong, Originator

FOR INFORMATION ONLY

Honorable Board of Trustees of the
San Francisco Community City College District

Subject: Report on contracts under \$50,000, Office of Contract Education,
City College of San Francisco, March 2000

This report is for information only on contracts that the Office of Contract Education negotiated or amended under \$50,000 for the month of March 2000.

- Department of Public Transportation – Contract total \$4,920, term February 22, 2000 to March 31, 2000, for providing three 8-hour welding classes.
- Department of Public Works – Contract total \$3,832, term March 22, 2000 to April 30, 2000, for providing a 25-hrs Business Writing class.



CITY COLLEGE OF SAN FRANCISCO

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INFORMATION REPORT
NO ACTION NECESSARY

DATE: 03/30/00

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Chancellor's Report -
Academic Employees
Acceptance of Resignation and/or
Resignation with the Intent to Retire
(000330 - RPT)

The following academic employees have submitted, and the Chancellor has accepted, their resignations pursuant to Governing Board Resolution No. 910228-S7.

Resignation from the District Service with the Intent to Retire

<u>NAME</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>CAMPUS</u>	<u>EFFECTIVE COB DATE</u>
Amada, Gerald	Full-Time	Student Health	Phelan	05/26/00
Bloomer, Lawrence R.	Full-Time	Social Science	Phelan	05/26/00
Dunbar, Robert L.	Full-Time	Behavioral Science	Phelan	05/26/00
Gragg, Jerry L.	Full-Time	Business	Phelan	05/26/00

Clara Starr, Originator

Page 1 of 1

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THE UNIVERSITY OF CHICAGO
DIVISION OF THE PHYSICAL SCIENCES

DEPARTMENT OF CHEMISTRY

1955-1956

RESEARCH REPORT

THE UNIVERSITY OF CHICAGO
DIVISION OF THE PHYSICAL SCIENCES
DEPARTMENT OF CHEMISTRY
1955-1956
RESEARCH REPORT

THE UNIVERSITY OF CHICAGO
DIVISION OF THE PHYSICAL SCIENCES
DEPARTMENT OF CHEMISTRY
1955-1956
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1955-1956
RESEARCH REPORT

THE UNIVERSITY OF CHICAGO
DIVISION OF THE PHYSICAL SCIENCES
DEPARTMENT OF CHEMISTRY
1955-1956
RESEARCH REPORT

CHANCELLOR'S REPORT

DOCUMENTS DEPT.

MAR 27 2000

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PUBLIC LIBRARY

- **Monthly Report – March, 2000**
- **Board of Governors 2000-2001 Budget Change
Proposal**
- **State Chancellor Thomas Nussbaum's Testimony
Before the Assembly Budget Sub-Committee #1 on
March 15, 2000**

CHANCELLOR'S

REPORT

Presented to the

House of Commons
in the year 1851

by the

Commissioners of the

Revenue

for the year ending

at the 31st day of March 1852

LONDON




OFFICE OF THE CHANCELLOR

50 PHELAN AVENUE • BOX E200 • SAN FRANCISCO, CA 94112 • 415. 239.3303 • FAX 415. 239.3918

MEMORANDUM

DATE: March 22, 2000

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr. 
Chancellor

SUBJECT: Chancellor's Report – March, 2000

As you can see from the list of meetings and events I've participated in this month (including the wrap-up of the site visit of the WASC Visiting Team), this has been an incredible month. I'm attaching a copy of the Board of Governor's 2000-2001 Budget Change Proposal, as well as a copy of Chancellor Nussbaum's testimony before the Assembly's Budget Sub-Committee #1 on March 15, 2000 for your review and consideration.

The activities that I've been involved with this past month are reflected below:

- 1) Attended meeting of the Consultation Council's Task Force on Human Resources Infrastructure at the Chancellor's Office, Sacramento.
- 2) Met with the Student Trustee, the AS President, and other AS representatives regarding the Bookstore issue.
- 3) Chaired the meeting of the College Advisory Council (all department chairs, administrators, and shared governance leaders) and reviewed status of current City College projects, issues, and plans.
- 4) Met with Will Lightbourne, Executive Director of the Department of Human Services, and Dean Phyllis McGuire to finalize the construction training project for the Evans Campus. On March 22, 28 participants from the Bayview/Hunters Point began a 12-week construction program at Evans Campus.
- 5) Met with Dennis Normandie, new President of the Public Utilities Commission, PUC's Real Estate Department Head, and Trustee Rodis regarding the Balboa Reservoir project.
- 6) Attended and chaired meeting of the Planning and Budgeting Council.

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- 7) Hosted Accreditation 2000 celebration at Nikko Hotel for CCSF Administrators and Staff.
- 8) Met with members of the CCSF Foundation to discuss Foundation's investment strategies and outcomes.
- 9) Met with 17 Stanford exchange students from Tokyo University here touring the CCSF Phelan Campus.
- 10) Met with Nadine Rosenthal and four student representatives regarding salary issues of student workers.
- 11) Attended meeting of the Chinatown/NorthBeach Advisory Council at Lychee Garden Restaurant.
- 12) Met with Supervisor Mabel Teng and CCSF Faculty regarding the Sunnyside Project.
- 13) Met with Academic Senate Executive Committee.
- 14) Met with member of Administrators' Council to discuss future plans and development.
- 15) Met with Mayor Brown to update him on college issues and plans.
- 16) Met with members of the DCC (Department Chair Council) for a "dialogue" with the group.
- 17) Welcomed 40 principals and counselors and recent graduates from different SFUSD high schools.
- 18) Attended, with spouse, the 2000 Asian American Contractors Association Dinner at the New Asia Chinese Restaurant.
- 19) Met with the new President of the Private Industry Council, Pamela Calloway.
- 20) Attended Board of Governors meeting in Sacramento.
- 21) Met with Frances Lee, Don Griffin, Phyllis McGuire, and Greg Johnson regarding Career Link and CCSF's role in the San Francisco "One-Stop."
- 22) Met with Frances Lee and Phyllis McGuire regarding plans for the Evans Campus.

- 23) Attended a Roundtable Discussion with Community College Leaders sponsored by the Ford Foundation in Denver, Colorado.
- 24) Welcomed the Tibet Vocational Education Delegation here touring the Evans Campus.
- 25) Met with Board President Grier, Board of Education President Mary Hernandez, SFUSD Superintendent Linda Davis, Associate Superintendent Roger Tom, and Frances Lee to finalize plans for the joint SFUSD/CCSF Board meeting.
- 26) Met with Academic Senate officers Ray Berard and Madeline Mueller regarding the Early Tenure Review Process.
- 27) Hosted and conducted meeting of the College Council to review status of current City College projects and plans.
- 28) Met with Dean Sandra Handler to discuss the WASC Accreditation Report.
- 29) As Board Member, attended the American Council on Education (ACE) Annual Convention in Chicago, Illinois.
- 30) Met with Supervisor Mabel Teng and Trustee Rodis with regard to the Balboa Reservoir project.
- 31) Attended, with members of the Board, a joint Board meeting between SFUSD and City College for the purpose of developing a stronger, more active partnership between these two districts.
- 32) Attended breakfast meeting to discuss role of counseling services with the campus deans at the Educated Palate.
- 33) Interviewed finalists for the Dean of Instructions, Faculty Support, and Scheduling positions.
- 34) Met with Dianne Green, Phyllis McGuire, Steven Glick, and others regarding Garment 2000.
- 35) Attended breakfast briefing at Pierre Coste Restaurant to welcome a delegation from Peking University that included their new president. The CCSF Board also hosted a dinner for the delegation downtown at the Educated Palate.
- 36) Met with the Associated Students' Executive Board regarding the Student Trustee Selection Process.

- 37) Met with Science and Math Department Chairs.
- 38) Met with the Master Chief of Morehouse University, Trustee Varni, and Dr. Henry Augustine regarding the HBCU transfer initiative.
- 39) Met with Bill Liskamm, CCSF consulting architect, and Dan Weaver of the OMI League to discuss follow-up plans for the Balboa, Ingleside, and Ocean Avenue projects.
- 40) Met with leadership of AFT 2121 to discuss labor/management issues.
- 41) Met with leaders of the Council on Black American Affairs (CBAA).
- 42) Met with Dr. Robert Corrigan, President of San Francisco State University, to discuss opportunities for collaboration between our institutions.
- 43) Met with leadership of Local 790 to discuss campus issues and plans.
- 44) Joined Frances Lee and Veronica Hunnicutt on a site visit of Visitacion Valley facilities.
- 45) Met with members of the Arts Committee regarding plans for a Diego Rivera exhibition.
- 46) Interviewed finalists for the Dean of Outreach position.

I'll provide you with a more in-depth report at our meeting. Thanks for your consideration and support.

Attachments

PRDJ:jcd

**BOARD OF GOVERNORS/CALIFORNIA COMMUNITY COLLEGES
2000-2001 BUDGET CHANGE PROPOSALS**

	BOG's Requested Budget	Governor's Proposed Budget	Difference
ON-GOING LOCAL ASSISTANCE			
Student Access	\$ 144,475,000 (4%)	\$105,715,000 (3%)	\$ 38,760,000
COLA	111,892,000 (2.84%)	103,080,000 (2.84%)	8,812,000
Equalization	15,000,000		15,000,000
Partnership for Excellence	155,000,000	25,000,000	130,000,000
Student Outreach and Access Program	27,909,200	12,100,000	15,809,200
Faculty and Staff Diversity and Quality	18,700,000		18,700,000
Telecommunications & Technology Infrastructure Program	16,300,000	6,300,000	10,000,000
Economic Development	9,924,000		9,924,000
Noncredit FTES Funding	12,800,000		12,800,000
Human Resources Infrastructure Program	80,000,000		80,000,000
Scheduled Maintenance and Special Repairs	10,000,000	10,000,000	-0-
Workforce Equipment		5,000,000	
Total:	\$ 602,000,200	\$267,195,000	\$ 339,805,200
ONE-TIME LOCAL ASSISTANCE			
Instructional Equipment, Scheduled Maint. Block Grant	\$ 65,000,000	\$	\$ 65,000,000
Federal Ethnicity and Race Reporting	3,520,000		3,520,000
Workforce Equipment	45,000,000		45,000,000
Total:	\$ 113,520,000	\$	\$ 113,520,000
NON-PROPOSITION 98 FUNDS			
Energy Savings Projects (PVEA Funding)	\$ 10,000,000	\$	\$ 10,000,000

Date		Description		Amount	
1900	Jan 1	Balance		100.00	
	Feb 1	Interest		5.00	
	Mar 1	Interest		5.00	
	Apr 1	Interest		5.00	
	May 1	Interest		5.00	
	Jun 1	Interest		5.00	
	Jul 1	Interest		5.00	
	Aug 1	Interest		5.00	
	Sep 1	Interest		5.00	
	Oct 1	Interest		5.00	
	Nov 1	Interest		5.00	
	Dec 1	Interest		5.00	
1901	Jan 1	Balance		100.00	
	Feb 1	Interest		5.00	
	Mar 1	Interest		5.00	
	Apr 1	Interest		5.00	
	May 1	Interest		5.00	
	Jun 1	Interest		5.00	
	Jul 1	Interest		5.00	
	Aug 1	Interest		5.00	
	Sep 1	Interest		5.00	
	Oct 1	Interest		5.00	
	Nov 1	Interest		5.00	
	Dec 1	Interest		5.00	
1902	Jan 1	Balance		100.00	
	Feb 1	Interest		5.00	
	Mar 1	Interest		5.00	
	Apr 1	Interest		5.00	
	May 1	Interest		5.00	
	Jun 1	Interest		5.00	
	Jul 1	Interest		5.00	
	Aug 1	Interest		5.00	
	Sep 1	Interest		5.00	
	Oct 1	Interest		5.00	
	Nov 1	Interest		5.00	
	Dec 1	Interest		5.00	

Approved by the Board of Directors
 Secretary of the Board of Directors

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

1102 Q STREET
SACRAMENTO, CA 95814-6511
(916) 445-8752
<http://www.cccco.edu>



AGENDA

The Consultation Council

**Thursday, March 23, 2000, 9:30 a.m. - 3:30 p.m.
Chancellor's Office, 1102 Q Street, Sacramento, CA
Conference Rooms 3B & C**

- 1. Human Resources Infrastructure BCP (Consensus):** At its January 20, 2000, meeting the Council agreed to the formation of a task force charged with developing recommendations for a budget request on human resources issues, including part-time equity, part-time office hours, human resources infrastructure, and diversity. The Council will be asked to provide its consensus advice to the Chancellor on the product of the task force. (Attachment 1.)
- 2. 2000-01 Budget (Consensus):** The Council will continue its discussions on the 2000-01 system budget proposal, including its February consensus on the system budget package. The Council will also consider strategies for the legislative phase of the budget process, and will be briefed on the Legislative budget hearings held to date.
- 3. 2001-02 Budget Process (Discussion):** The Council will commence its discussion of the 2001-2002 Budget Process, and will be apprised of the Board's discussion of this issue at its March meeting. A copy of the Chancellor's letter to the field requesting budget recommendations and the timeline for the 2001-02 budget process are included as Attachment 2.
- 4. 2000 Legislation (Discussion):** The deadline for introduction of bills has passed and numerous bills are coming forward. The Council will review and discuss a summary of bills of interest to the system, including bills that are part of the Board of Governors' Legislative Program. (Attachment 3). Staff will provide the Council with updated information, as available, at the time of the meeting. Chancellor's Office staff have also begun their analyses of these bills, which will be provided to the Council as part of the April agenda, with action anticipated by the Board at its May meeting.
- 5. Partnership for Excellence Contingent Funding Methods (Consensus):** Chancellor's Office staff has met several times with the control agencies (Legislative Analyst's Office, the Department of Finance, the Secretary of Education and CPEC) on the contingent funding methods developed by the Consultation PFE Contingent Funding Task Force and will provide the Council with a report of the outcome. The Council will also receive a report on the discussions and proposals of Chancellor's Office staff and the control agencies on reexamination of the Partnership for Excellence systemwide goals and outcome measures.

- 6. Education Code Rewrite (Consensus):** The Council will continue its discussion of the Education Code sections that did not achieve consensus or were not reviewed at the last meeting, and will be asked to conclude its review and provide its advice to the Chancellor on a complete package. The Education Code Rewrite Task Force was reconvened on March 6, 2000, and the attached *Consultation Digest* (Attachment 4) summarizes the final recommendations which are being made to the Council. In order to preserve the Council's time, staff will not be reviewing each and every change in the package; instead, Council members will be asked to identify any remaining items which they wish to have discussed.
- 7. Availability Data/Task Group Report (Discussion):** Title 5 regulations require the Chancellor's Office to work through the Consultation Process in developing availability data for use in district affirmative action/staff diversity plans. At the January 1999 Consultation Council meeting, an advisory committee was formed and charged with the task of developing this data. Since that time the group has worked with two consultants in developing an initial report on current availability data, which will be presented to the Council by the consultants to the advisory committee.
- 8. Course and Program Approval (Title 5 Regulations) (Consensus):** Over the past several years, separate groups formed out of Consultation have been charged with reviewing the issues of standardization of certificates and stand alone course approvals. A major outcome of these reviews was to combine the issues and develop a single proposal for revision of the applicable Title 5 regulations. The Council will review and provide its advice to the Chancellor on a *Consultation Digest* (Attachment 5) containing the final recommendations for regulation revisions on course and program approval.
- 9. VTEA State Plan (Consensus):** The Council will review the third draft of the Vocational and Technical Education State Plan, along with a summary of the changes from the February 2 draft prepared by the consultant, Policy Analysis for California Education (PACE). These documents were sent to Council members under separate cover. The summary and draft plan can also be viewed on the World Wide Web at www.vteastateplan.org.
- 10. Technology II Plan (Consensus):** At its last meeting, the Council reviewed a draft of the Technology II Strategic Plan proposing a framework and funding for the maintenance and continued development of technology in the California Community College system. The Council will review a *Consultation Digest* summarizing the changes made as a result of the February discussion and containing the second draft of the Plan. (Attachment 6.)
- 11. Other:**

Human Resource Infrastructure Task Force Recommendations—3/9/00--DRAFT

The task force has recommendations in three areas: 1) Creating the new \$80 million Human Resources Infrastructure Fund as a part of the 2000-2001 Budget; 2) amending the current Board regulation which establishes the minimum condition requiring districts to improve their 75/25 ratios; and improving the implementation and fiscal accountability of the Partnership for Excellence.

- I. **Creating the new Human Resources Infrastructure Fund:** There are three components: supplemental budget act language, budget act language that accompanies the appropriation, and an action the BOG would take to establish systemwide priorities.

- A. **Supplemental Budget Language Regarding Human Resources Infrastructure Funding:**

The Legislature finds and declares that as a result of underfunding during the decade of the 1990's, the community colleges have lacked available funds to address compelling human resource needs, including the ability to address long-standing issues that relate to the employment and compensation of, and access of students to, part-time faculty; improving the percentage of instruction taught by full-time faculty; making progress on system and local goals on diversity; improving the compensation of staff; and providing staff development. With the Partnership for Excellence, community college districts have been provided a mechanism to create and strengthen programs that are specifically designed to improve student outcomes in specified goal areas. However, because no other significant source of revenue is available, community colleges have been relatively unable to rebuild and strengthen their human resource infrastructures.

It is the intent of the Legislature to provide an infusion of funds to enable community colleges to rebuild and strengthen their human resource infrastructures.

- B. **Budget Act Appropriation:**

\$80,000,000 is appropriated to the Board of Governors for purposes of the California Community Colleges Human Resources Infrastructure Program. The Board of Governors shall develop, through the consultation process, systemwide priorities for rebuilding and strengthening the human resources infrastructure of the California Community Colleges. The Chancellor of the California Community Colleges shall allocate funding for the California Community Colleges Human Resources Infrastructure Program to those districts electing to participate in the program, on a per FTES basis, subject to a district minimum allocation. Within the systemwide priorities established by the Board of Governors, districts shall have broad flexibility in expending the funds; and the application of such funds will be determined locally, consistent with existing law,

through collective bargaining, and through collegial consultation and effective participation processes.

C. Systemwide priorities for rebuilding and strengthening the human resources of the California Community Colleges [to be adopted by the Board of Governors]:

1. Improving the compensation, benefits, and office hours for part-time instructors. Each district shall use sixty percent (60%) of its allocation for these purposes.
2. Adding full-time faculty, so as to improve the percentage of instruction taught by full-time faculty.
3. Making progress on district and system goals regarding diversity of the workforce
4. Improving the compensation of faculty and staff
5. Adding staff
6. Enhancing and creating programs for staff development

II. Amendment of BOG minimum condition on full-time/part-time ratio (Section 51025)

Section 51025 of the Board's Title 5 regulations would be amended to:

Require districts to develop a five-year plan, updated annually, for making progress towards the 75/25 ratio, following appropriate collegial consultation and effective participation processes as required by Title 5; and districts would be required to make reasonable progress in those years where ongoing, unrestricted funds are provided beyond fully-funded COLA and growth (fully funded growth means a district being funded to its growth cap), consistent with their locally-developed plans.

III. Conditions regarding the Partnership for Excellence to be adopted by the Board of Governors

1. Districts must use the funds in ways to achieve Partnership for Excellence system goals related to student success;
2. Expenditure of the funds in the local districts will be determined following appropriate collegial consultation and effective participation processes as required by Title 5;
3. District governing boards will review the expenditure report at a public meeting prior to transmitting it to the Chancellor of the California Community Colleges.

Proposed Revisions to Full-Time/Part-Time Faculty Regulations

Section 51025 of Subchapter 1 of Chapter 2 of Division 6 of Title 5 of the *California Code of Regulations* is amended to read:

51025. Full-Time/Part-Time Faculty.

This Section relates to and should be read in conjunction with Subchapter 3 (commencing with Section 53300) of Chapter 4 of this Division.

(a) If a district's full-time faculty percentage, as calculated pursuant to Section 53308, is less than 75 percent, the following shall apply:

(1) For growth revenues received related to increases in credit FTES pursuant to Section 58774, the districts shall increase the base full-time faculty obligation (as defined in Section 53311), subject to Subsection (e) below, by the Fall term of the succeeding fiscal year, by the product of their base full-time faculty obligation multiplied by the percentage change in funded credit FTES, rounded down to the nearest whole number.

In computing the districts' full-time faculty obligation for the succeeding fiscal year, the base obligation will be increased by the lower of the projected fundable growth at the time of the budget enactment or the actual percentage change in funded credit FTES. For the second succeeding Fall term the obligation will be adjusted to the actual percentage change in funded credit FTES.

(2) Districts which, as determined from their base data, had a full-time faculty percentage of 67 percent or greater, but less than 75 percent shall apply up to 33 percent of their program improvement allocation pursuant to Subsection (b) of Section 58775, as necessary to reach the 75 percent standard pursuant to Subsection (a)(4) below.

(3) Districts which, as determined from their base data, had a full-time faculty percentage of less than 67 percent shall apply up to 40 percent of their program improvement allocation pursuant to Subsection (b) of Section 58775, as necessary to reach the 75 percent standard pursuant to Subsection (a)(4) below.

(4) For program improvement funds identified in Subsection (a)(2) or (3), as appropriate, the district shall increase the number of full-time faculty, by the Fall term of the succeeding fiscal year, by the quotient of the applicable program improvement funds divided by the statewide average replacement cost, rounded down to the nearest whole number.

(5) If the number of full-time faculty derived in Subsections (a)(1) and (4) results in the district exceeding the 75 percent standard, the Chancellor shall reduce the number to a whole number that leaves the district as close as possible to, but in excess of, the 75 percent standard.

(b) Commencing in fiscal year 2000-2001, each community college district shall develop a five-year plan, updated annually, for making progress toward the standard of 75 percent of total faculty workload hours taught/worked by full-time faculty. The plan and updates shall be developed following appropriate collegial consultation and effective participation processes as required by this Division. In those years where ongoing, unrestricted funds are provided beyond fully-funded COLA and growth to its cap, a community college district shall be required to make reasonable progress in improving its ratio beyond the levels required by subdivision (a), consistent with its locally-developed plan.

~~(b)~~(c) Statewide average replacement cost is the statewide average faculty salary plus benefits, minus the product of the statewide average hourly rate of compensation for part-time faculty times the statewide average full-time teaching load.

~~(e)~~(d) On or before January 31 of each year, the Chancellor shall determine, based on information submitted by districts, the extent to which each district, by the Fall term of that fiscal year, has maintained or hired the number of additional full-time faculty determined pursuant to Subsection (a) for the prior fiscal year. To the extent that the number of full-time faculty has not been maintained or additional full-time faculty have not been retained, the Chancellor shall reduce the district's revenue for the current fiscal year by an amount equal to the average replacement cost for the prior fiscal year times the deficiency in the number of full-time faculty. To the extent a district hires the additional full-time faculty in subsequent fiscal years, the reductions made to the district's revenue shall be restored.

~~(d)~~(e) All revenues available due to reductions made pursuant to Subsection (c), shall be made available on a one-time basis for that fiscal year, for purposes of faculty and staff diversity pursuant to Education Code, Section 87107.

~~(e)~~(f) By January 20 of each fiscal year the Board of Governors shall determine whether adequate growth funds and adequate cost-of-living funds have been provided to allow full or partial implementation of the provisions of Subsection (a)(1).

~~(f)~~(g) For districts that experience a reduction in base credit FTES, the Chancellor shall make a proportionate reduction to their base number of full-time faculty.

Note: Authority cited: Sections 66700, 70901, 84750 and 87482.7, Education Code.
Reference: Sections 84750 and 87482.7, Education Code.

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**Assembly Budget Subcommittee #1
Overview of the California Community Colleges
Thomas J. Nussbaum, Chancellor
March 15, 2000**

Chair Reyes and members, good afternoon. I am honored to present the budget overview for the hardest working and greatest community college system on Earth, the California Community Colleges. I have been associated with this incredible system my entire career, including the last four years as Chancellor. In the process I have come to know many of you—to know that you too value and support the community colleges—that you too understand the role we play in providing social and economic opportunity and hope for millions of Californians. But today I come to talk with you about doing even more—about the rare opportunity you have to make a major investment for the future of the State.

Speaking about the future, let's begin by recognizing that during the next ten years an additional 625,000 students will arrive at the doors of California's public universities and colleges, and three out of every four of these students—about 450,000—will be coming to community colleges. Given the increasing complexity of our society, and the need to remain competitive in the workforce, ongoing access to higher education has gone from a privilege to an absolute necessity. Boiled down to its most elemental form, the community colleges face the challenge of serving the needs of hundreds of thousands of additional students who:

- Are increasingly diverse
- Vary considerably in terms of their levels of preparation
- Have a wide variety of educational goals
- Are of all ages and walks of life
- Are very much dependent upon the community colleges for social and economic opportunity; and who
- Will contribute significantly to the social and economic success of the State if they are served

The opportunity we ask you to seize is to make a nothing less than a heroic investment in the community colleges at this rare time when you can actually afford to do so. Our proposition is simple: the community colleges are the workhorses California of higher education. We have served our students and the State with an incredible degree of resourcefulness, efficiency, and effectiveness. Our track record, our contribution to our students and the State, merits a much greater level of investment; and we are prepared to work even harder and do even better in return for this investment.

Take a moment to visualize the faces and dreams of our students and you'll understand why community colleges must be nothing less than first-rate institutions. Walk on any campus and you will see that we mirror the rich diversity of our State. Our students are:

- 25.6% Latino,
- 7.9% African American,
- 13.4% Asian/Pacific Islander,
- 46% White, and
- 57% female

Of our 1.5 million students, eight out of ten (or 1.2 million) are working, and four out of ten (or 600,000) are working full-time. The vast majority of our students are of middle or low-income backgrounds. Our students are of all ages:

- 20% are 19 and under,
- slightly less than 40% are in their 20's,
- slightly less than 20% are in their 30's, and
- more than 20% of our students are over 40.

Our students come to us with many different dreams. About four of ten want to transfer, and the other six out of ten want to either obtain a vocational education degree or certificate, obtain an associate degree, formulate career interests, prepare for new career, advance in a current career, pursue educational development, or improve basic skills.

Where would all these hard working and often less-advantaged members of our society go if there were no community colleges? And what kind of State would California be if we did not provide a first-rate opportunity for education and training for those who come to our doors? These questions may seem academic to you because we would never turn our back on these students. Or would we?

Not so long ago, during the first part of the 1990's, we should all recall the recession that crippled the State's ability to fund education. In a three-year period, our colleges were forced to reduce enrollments by 180,000 students. Even then, we fought heroically to hold onto each student. During 1991-92, for instance, we educated over 61,000 full-time equivalent students at our own expense—without enrollment growth funding. At the same time, we witnessed levels of funding per student drop to the point where quality was necessarily compromised.

As we started to come out of the recession in 1996, vowed that never again should the dreams of our students and the quality of our programs be so totally at the mercy of economic conditions and inadequate planning. We realized that we within the system—the colleges, the system board and office, and the organizations—had to assume a major responsibility for the future. It was not simply a matter of asking the State to provide more money for an underfunded system. Rather, the system too had to step to the plate. We had to have a plan for how we were going to serve the students, and we had to do better in getting our students to their goals. Meeting the needs of Tidal Wave II required the combined and coordinated effort of the system and the State. After a year of development, we adopted that policy in our system plan, "California Community Colleges 2005."

Chair Reyes and members, as you begin to deliberate your investments in higher education for the coming year, I'd like you to reflect on the recent accomplishments of your community college system. Let's take a look at progress in the three areas where you've always had the most interest: access, efficiency, and student success.

Access:

Between 1995 and 1999, the California Community Colleges rekindled access to higher education by increasing their fall enrollment levels by an astounding 212,250 students! We have gone from 1,336,000 students in the fall of 1995, to 1,548,250 students in the fall of 1999—a 16% increase. As of the fall of 1999, we finally overcame the 180,000 student enrollment decline forced upon us by reduced funding; and are now proceeding apace to meet or slightly exceed CPEC's enrollment projections for our system for 2005 and beyond. CPEC's projections call for the community colleges to serve 1,761,000 students by 2005—meaning that during the next five years we need to at least duplicate the effort of the previous five.

A key factor in our ability to successfully serve this massive number of new students has been our commitment to move to year around operations. Community colleges have long been a leader in this regard, and I believe there is no segment in public education that uses its facilities as much as we do. Over the last four years, the average number of days that our colleges are providing instruction has moved from 271 days per year to 303! As a system, we have produced a 12% increase in the average number of days our colleges are providing instruction. Where space considerations are otherwise limiting access, our colleges have accommodated additional enrollments by offering dual summer sessions, intersessions, and weekend classes.

Efficiency:

If you refer to CPEC's "Fiscal Profiles, 1999" you will see that the community colleges provide education programs and services at a revenue rate of \$4,202 per full-time equivalent student; and you will see that in terms of 1999-2000 constant dollars, this rate is below the 1997-98 level of \$4,279. When you look at community colleges nationally, you will see (depending on the method of computation) that California's figure is between \$2,300 and \$2,500 below the national average for community colleges in funding per student. And, when you examine the way our colleges expend their funds, you will see that we are significantly below national averages in virtually every category of operation, including:

- instructional expenditures per student (\$1,800 CCC's vs \$2,800 national)
- student services expenditure per FTE (\$420 CCC's vs \$620 national)
- administrative expenditures per FTE (\$650 CCC's vs \$1,250 national)
- student to faculty ratio (30 CCC's vs 20 national)
- plant maintenance expenditures per FTES (\$300 CCC's vs \$600 national)

While our colleges must necessarily achieve major efficiencies to operate at this low level of revenue, there comes a point when funding levels are so low that quality is compromised. The current differential of \$2,500 per student below the national

average has forced such compromises. In our planning for 2005, we believe that if our funding levels are brought up to within \$1,500 of the national average, we can develop efficiencies to operate effectively and with quality.

Student Success:

When all is said and done, it is the quality of our services and our ability to enable more of our students to succeed that is paramount. That is why we are making the commitment to do better as a system. In 1998-99, we proposed the, "Partnership for Excellence" a program that will have the system "earn its way" to within \$1,500 of the national average by producing more of the student outcomes inherent in our mission, including:

- more transfers to four-year colleges
- more associate degrees
- more vocational certificates
- greater rates of successful course completion, and
- more students prepared for the workforce

We were the first system to come forward with such a proposal, and the first to set such ambitious and specific goals regarding our performance. The proposal was enacted into law in 1998, and since has been funded at \$145 million of a \$200 million request.

While the Partnership for Excellence has only been in operation for just over a year, we are already beginning to witness some dramatic results. For instance, during the first year of funding (1998-99), the system conferred 3,022 more associate degrees than it awarded the previous year, a 5% improvement. In terms of vocational certificates, we awarded an additional 2,269 certificates, an almost 9% improvement over the previous year. These improvements are significantly greater than the year-to-year improvements that occurred before the Partnership. For instance, between 1996-97 and 1997-98, the system only produced 470 more associate degrees, and actually declined by 884 vocational certificates.

In terms of successful course completion, during the first year of the Partnership we saw the system average for all credit courses increase from 68.1% to 68.4%. During the three years prior to the Partnership, the system average was very stable around 68% (68%, 67.9%, and 68.1% respectively).

And, in terms of our workforce preparation goals, in just one year we generated a 21% improvement in the number of successfully completed apprenticeship courses, a 6.3% improvement in the number of successfully completed introductory courses, and a 5.1% improvement in the number of successfully completed advanced level vocational courses.

As a system, we are struggling to meet our goals to increase the number of transfers to UC, CSU, and the independent colleges. However, it is still early in the life of the program. The funds didn't actually start arriving at the colleges until early 1999, and much of the first year was necessarily consumed with planning and investing the funds.

We are confident that the results for 1999-2000 will be even more positive; and we believe this even though the State only funded \$45 million of requested \$100 million augmentation for the program.

2000-2001 Funding Request for Community Colleges

Chair Reyes and members, in the 25 years I've been associated with community colleges and state government, I've never seen the State in a better position to make a major investment for the future. The economy is as strong as it has ever been, the revenue picture just keeps getting better, and your public higher education systems are poised to serve Tidal Wave II with improvements that will pay long-term dividends for the social and economic success of the State. While I would urge you to be generous with all four public systems, I'd like to urge that your investment in community colleges be nothing less than heroic.

As you consider investments for the coming year, it is essential to recognize that the community colleges have persistently lagged behind the other segments of public education in terms of funding levels. Again using data out of CPEC's Fiscal Profiles, during the decade of the 1990's community college funding levels per student increased by only \$886 per student. The comparable increases for UC, CSU, and K-12 were \$3,822, \$2,751, and \$2,058 respectively. In terms of percentage increases, during the decade of the 1990's, community college funding per student increased by 27%; while the comparable increases for UC, CSU, and K-12 were 33%, 37%, and 46% respectively. If community college funding per student had been moved up by the average of the other public segments, our per student increase during the decade would have been about \$1,300, and we would have ended the decade at \$4,561 per student instead of \$4,144 per student. Sadly, our funding levels were such that the community colleges actually suffered a significant decline in purchasing power during the decade of the 1990's.

As the workhorses of higher education—a system focused on access, efficiency, and student success—it's time to put the community colleges first. With the level of revenue that is available, it is time to balance the relative funding inequities of the previous decade. And, for once you have the luxury of making this adjustment without having to neglect or harm the other segments.

In the coming weeks we will be asking your committee to augment the level of funding provided in the Governor's Budget by an additional \$300-plus million. While the January Budget provides an augmentation \$267 million—a 6.5% increase, and while this is a not an unreasonable starting point, we are asking you to go much further. When funds for enrollment growth and inflation are set aside, the Governor's Budget only provides about \$60 per full-time student for new programs and improvements in quality. We need to go much further. We need to increase the level of funding per student by between \$350 and \$400. All of our districts and community college organizations are united in this conviction, and we have reached agreement on the following augmentation priorities:

- We will ask you to provide an additional 1% for enrollment growth funding (or \$38.8 million), so that we can meet CPEC forecasts and system goals regarding access;
- We are bringing forth a major request to strengthen the human resources of the colleges. This \$80 million request will enable us provide long overdue compensation improvements for part-time faculty, faculty, and other staff; ensure greater progress in the percentage of instruction taught by full-time faculty; and enable progress on system goals for the diversity of our workforce;
- We will ask that you fully fund the Partnership for Excellence by providing \$130 million in addition to the \$25 million augmentation provided by the Governor. We are committed to work with the Governor and the Legislature to ensure our system goals are rigorous; and we're committed to improving the implementation and fiscal accountability of the program;
- We will ask that you address inequities among districts in terms of levels of funding per student by funding equalization requests that total \$27.8 million;
- And, we will ask that you fully fund three system requests aimed at improving:
 - Student Outreach and Access (an additional \$15.8 million);
 - Telecommunications and Technology (an additional \$10 million) and
 - Economic Development (\$9.9 million).

Chair Reyes and members, let this be the year of the community colleges. Your investment in us today will ensure that your workhorses provide a first-rate education for millions of Californians in the years to come.

Thank you.

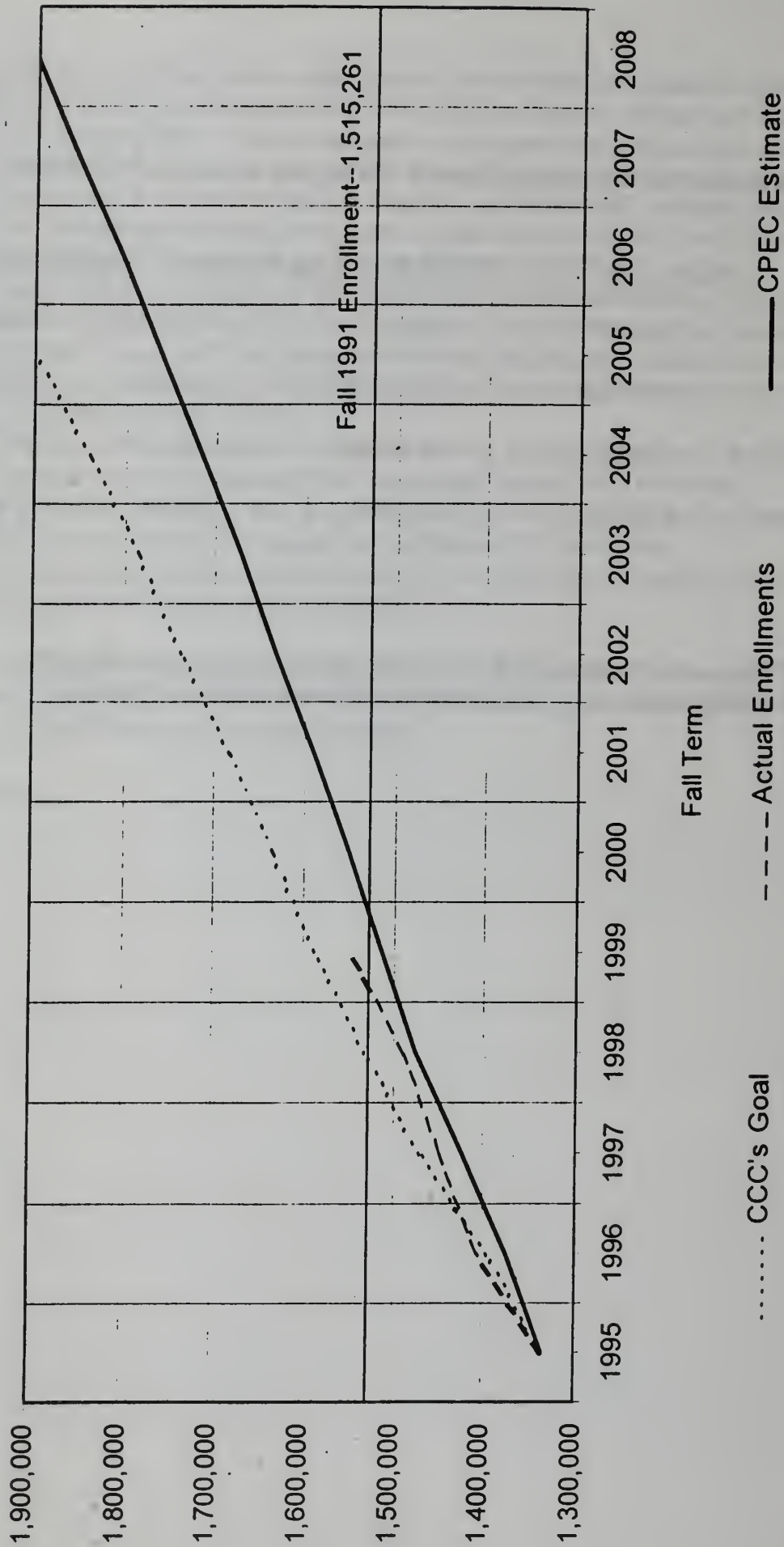
Comparative Analysis of Funding Levels During the Decade of the 1990's

<u>Segment</u>	<u>1990-91 Rev/FTES</u>	<u>1998-99 Rev/FTES</u>	<u>\$ Change</u>	<u>% Change</u>
K-12	\$4,479	\$6,537	\$2,058	46%
UC	\$11,431	\$15,253	\$3,822	33%
CSU	\$7,434	\$10,185	\$2,751	37%
CCC's	\$3,258	\$4,144	\$886	27%

Source: CPEC Fiscal Profiles, 1999 (UC, CSU, and CCC numbers represent "instruction related activities"; K-12 numbers represent revenue per ADA)

Access to Community Colleges

(Headcount Enrollments – Fall Term)



California Community Colleges

Partnership for Excellence Status Report -- February 2000

Goal One: Transfers & Transfer Prepared	Goal Two: Degrees & Certificates Awarded	Goal Three: Successful Course Completion Rate
Transfers to UC	AA/AS Degrees	Transfer
1996-97 10,492	1996-97 60,538	1996-97 68.31%
1997-98 10,210	1997-98 61,008	1997-98 68.69%
1998-99 10,161	1998-99 64,030	1998-99 69.08%
2005-06 Goal 14,500	2005-06 Goal 78,000	2005-06 Goal 70.80%
Transfers to CSU	Certificates	Basic Skills
1996-97 48,349	1996-97 26,275	1996-97 59.48%
1997-98 45,546	1997-98 25,391	1997-98 58.98%
1998-99 44,989	1998-99 27,660	1998-99 58.65%
2005-06 Goal 64,200	2005-06 Goal 32,500	2005-06 Goal 62.50%
Total Transfers to UC and CSU	Total	Vocational Education
1996-97 58,841	1996-97 86,813	1996-97 76.43%
1997-98 55,756	1997-98 86,399	1997-98 77.15%
1998-99 55,150	1998-99 91,690	1998-99 78.82%
2005-06 Goal 78,700	2005-06 Goal 110,500	2005-06 Goal 80.00%
Transfer Prepared (56+ transferable units with 2.00 GPA)	All	
1997-98 106,951	1996-97 67.89%	
1998-99 107,980	1997-98 68.08%	
2005-06 Goal 135,935	1998-99 68.40%	
	2005-06 Goal 70.60%	

California Community Colleges Partnership for Excellence Status Report -- February 2000 Page Two

Goal Four: Vocational Education Courses Enrollment Successfully Completed

Apprenticeship	
1996-97	16,894
1997-98	18,125
1998-99	21,928
2005-06 Goal	22,788

Advanced Level	
1996-97	258,916
1997-98	277,556
1998-99	291,840
2005-06 Goal	329,041

Introductory	
1996-97	732,560
1997-98	783,060
1998-99	832,662
2005-06 Goal	927,887

Goal Five: Basic Skills Improvement

Basic Skills	
1995-98	108,566
1996-99	105,881
2005-06 Goal	150,754

